## POSITION FILLING SUMMARY

# Position

# Department

**Candidates Interviewed:**

| **Candidate** | Date | **Reaction of Interviewer(s)**  **(Specify Strengths & Weaknesses)** |
| --- | --- | --- |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |

Candidate selected for the position

Signature Title Date

Recommended by:

H.R. Approval by: