INTERVIEWER’S SUMMARY SHEET

APPLICANT’S NAME: __________________________________________

INTERVIEWER: __________________________________________

DEPARTMENT: __________________________________________

JOB NUMBER: _______ POSITION APPLIED FOR: _______________________

EDUCATION AND EXPERIENCES: ______________________

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SPECIAL SKILLS AND/OR ABILITIES: ______________________

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ADDITIONAL COMMENTS: ______________________

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ACTION TAKEN WITH APPLICATION

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<th>1ST □</th>
<th>2ND □</th>
<th>3RD □</th>
<th>NOT SELECTED □</th>
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DATE | INTERVIEWER’S COMMENTS | SIGNATURE

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