

CANDIDATE SELECTION WORKSHEET

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1. Candidates Name	2. Phone Number	
	a. Home or Cell	b. Work
3. Address	4. Position Title	5. Announcement Number
6. Selection Procedure: <input type="checkbox"/> APPLICATION ONLY <input type="checkbox"/> PERSONAL INTERVIEW <input type="checkbox"/> PHONE INTERVIEW		
SELECTION EVALUATION		
<i>Instructions: List Knowledge, Skills, and Abilities (KSA) required for the position as advertised. For each KSA listed, the interviewer must annotate the evaluation for the candidate as superior, above average, or average. Comments either positive or negative should be entered after each KSA. Additional KSA's may be continued on another page.</i>		
1. KSA:		
Comments:	<input type="checkbox"/> SUPERIOR <input type="checkbox"/> ABOVE AVERAGE <input type="checkbox"/> AVERAGE	
2. KSA:		
Comments:	<input type="checkbox"/> SUPERIOR <input type="checkbox"/> ABOVE AVERAGE <input type="checkbox"/> AVERAGE	
3. KSA:		
Comments:	<input type="checkbox"/> SUPERIOR <input type="checkbox"/> ABOVE AVERAGE <input type="checkbox"/> AVERAGE	
4. KSA:		
Comments:	<input type="checkbox"/> SUPERIOR <input type="checkbox"/> ABOVE AVERAGE <input type="checkbox"/> AVERAGE	

