

Narrative Summary

Use additional sheets if needed

SEARCH INFORMATION

Department: _____ Position: _____ Requisition #: _____

After ranking all applicants, PHONE/VIRTUAL interviews were conducted on the following candidates:

Candidate Name:	
Candidate Name:	
Candidate Name:	
Candidate Name:	
Candidate Name:	

Based on matrix scores and phone/virtual interviews, reference checks and CAMPUS interviews were conducted for the following candidates:

Candidate Name:	
<i>Traits you feel would make them a strong hire (Strengths):</i>	
<i>Development Areas (Weaknesses):</i>	
Candidate Name:	
<i>Traits you feel would make them a strong hire (Strengths):</i>	
<i>Development Areas (Weaknesses):</i>	
Candidate Name:	
<i>Traits you feel would make them a strong hire (Strengths):</i>	
<i>Development Areas (Weaknesses):</i>	