

## REQUIRED COVER SHEET & CHECKLIST FOR STAFFHIRING

- x Screening Matrix Listing All Applicants
  - x All applicants must be scored W K H ´ U H V X O W V µ V H F W L R Q F R P S O H W H G
  - x Applicants not meeting minimum qualifications may be indicated On the matrix as so without being scored
  
- x A Copy of the Screening Score Sheet (Must total 100 points)
  
- x Interview Questions That Were Asked of EACH Applicant
  
- x Responses to the ´, Q W H U X L H V Z V E R O EACH Applicant Interviewed \_\_\_\_\_
  
- x Completed ´, Q W H Results Z R U F o r EACH Applicant Interviewed \_\_\_\_\_  
(Indicate the primary justifiable reason for not selecting an applicant)