

Facilities Management Recruitment Report for Non-Exempt Employees

Department Name

Department Number

Position Number

Individual Hired

Starting Date

Campus Wide ID Number

Requisition Number

Pay Rate

Individuals Not Selected For Employment

Names

Please check to send E-Mail

1

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

2

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

3

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

4

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

5

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

6

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

7

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

8

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

9

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

10

CHECK ONE FOR EACH APPLICANT: Interviewed ___ Not Interviewed ___ Did not meet Quals ___ Declined Interview ___ Declined Offer ___

Form Prepared By

Phone

Date