

Division/Office: \_\_\_\_\_

Budget Unit: \_\_\_\_\_

Position Number: \_\_\_\_\_

Position Title: \_\_\_\_\_

Date of Meeting \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Selection Committee members:**

\_\_\_\_\_ (Chair)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Term of Appointment:**

- Continuing
- Fixed Term: Date From \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date To \_\_\_\_ / \_\_\_\_ / \_\_\_\_
- Full Time
- Fractional \_\_\_\_\_ %

Closing date of advertisement: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

No. of Applications: \_\_\_\_\_

No. of applicants interviewed: \_\_\_\_\_

No. of applicants shortlisted: \_\_\_\_\_

**Selection Criteria**


Attach a copy of advertisement, or list essential and desirable criteria (as set out in advertisement).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<b>Equal Employment Opportunity and No Smoking are University Policies</b>	<b>Human Resources@</b> 
Source: Manager, Recruitment Form	Created: 13 September 2006 Modified: 13 September 2006

