



RANDOLPH COMMUNITY COLLEGE
INTERVIEW SUMMARY
(to be completed by Committee Chairperson)

HIRING MANAGER _____ DATE _____

POSITION VACANCY TITLE (official title as it will appear on contract)

PLEASE PROVIDE THE FOLLOWING INFORMATION ABOUT EACH CANDIDATE INTERVIEWED:

FIRST ROUND:

NAME _____ DATE OF INTERVIEW _____

NAME _____ DATE OF INTERVIEW _____

NAME _____ DATE OF INTERVIEW _____

NAME _____ DATE OF INTERVIEW _____

NAME _____ DATE OF INTERVIEW _____

NAME _____ DATE OF INTERVIEW _____

NAME _____ DATE OF INTERVIEW _____

Request UA Form from appropriate Data Owner for computer access before the second interviews begin.

RECOMMENDED FOR SECOND INTERVIEW (PLEASE DO NOT RANK):

NAME _____

NAME _____

NAME _____

NAME _____

Hiring Manager: Please submit this form and all other candidate applications, etc., Interview Questions/Candidate Information forms and Applicant Summary to Human Resources as soon as interviews are complete. Recommendations will be submitted to appropriate Vice President through NEOGOV once all information is received in Human Resources.