

RECOMMENDATION FOR EMPLOYMENT

TO: President

Date: _____, 20____

FROM: _____, Chair

A selection committee consisting of the following members:

has reviewed the applicant pool for the position of _____
After consideration of the committee's assessments, the committee
recommends _____ in the _____
division effective _____, 2____.

TYPE OF EMPLOYMENT: Provisional
 Probationary
 Temporary
 Annual

EDUCATION:

Secretarial/ Clerical
 Less than 1 year preparation
 1 year preparation
 2 years preparation

Faculty or Faculty Assistant
 Less than Baccalaureate
 Baccalaureate
 Masters
 Masters plus 30
 Masters plus 60
 Doctorate

Period of Recommended Contractual Employment: _____, 2____ to _____, 2____

Recommended demand level _____

Estimated years of experience _____

Estimated salary: \$ _____ (Not to be quoted to prospective employee)

Special Conditions: _____

Submitted herewith are:

- Application
- Transcript
- Two recommendations obtained by Dean
- Committee's Rating Forms
- Other

Explanation of Other

Vice President