

Work unit: Interview date:

| Person interviewed | Unit/Work activity | Notes | Recommendation <i>(include reasons)</i> |
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Interviewing panel *(at least one academic employee from the work unit must be involved)*:

Interviewer: Position: Signature: Date:

Interviewer: Position: Signature: Date:

Interviewer: Position: Signature: Date:

Note: This record must be retained in the work unit for two years after the date of interview.