

[Virtual Interviews](#)

[In Person Interviews](#)

Customizing Your Documentation Template

If you have a different number of panel members scoring or questions than this template, you may customize

Submitting Your Interview Documentation

Please save this file using the naming convention: Position Title_Interview Documentation_Month Year

When the interviews have concluded, send this file to Sandy Saval, Human Resources Business Partner.

Position and Panel Information

Please enter the required information below.

Position:	Chief Operations Officer
Hiring Manager:	

Scoring Members of Panel	
<i>Name</i>	<i>Position Title</i>
Charlene Allen	Coordinator, Leadership Development
Janice Yetter	Director, Special Education
Caroline Walker	Acting Chief Academic Officer
Troy Todd	Principal, Hanover Hills Elementary School