

Instructions and scripts for facilitation of the interview process can be accessed via the links below:

[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.

<b>Position:</b>	Chief Financial Officer
<b>Hiring Manager:</b>	

<b>Scoring Members of Panel</b>	
<b><i>Name</i></b>	<b><i>Position Title</i></b>
Brian Wallace	Principal
Brian Bassett	Director, Communication and Engagement
Charlene Allen	Coordinator, Leadership Development