



DEPARTMENT OF FINANCE AND ADMINISTRATION  
**Office of Administrative Services - Human Resources**  
**Applicant Selection Record Form**

PART I – OFFICE REQUIRING POSITION		
Job Title	Position Number	Date Filled
Office	Section	

PART II – APPLICANT RESPONSE SECTION									
Name of Applicant	Date Interviewed	RACE	SEX	ESSENTIAL	DESIRABLE	BENEFICIAL	HIRED	VETERAN'S POINTS*	COMMENTS <i>(if desired)</i>
Hiring Official's Signature									Date