**Applicant Interview Log**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Candidate(s) Interviewed** | **Date Interview was Scheduled** | **Date Interview was**  **Conducted** | **Time of Interview** | **Disposition Code\*** | **Salary/Step Applicant Requested** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

***\*Please use the following disposition codes for each candidate listed above and return this form to OHR with the Request to Appoint Form and the appointment paperwork.***

***IS – interviewed not selected SH – selected for hire NS – no show for interview***

**PIN: Classification: Unit/Agency:**

**Interviewer or Hiring Manager’s Signature**

**2/2013**