



**Recruitment Strategy**

Position: \_\_\_\_\_ Department: \_\_\_\_\_

Hiring Supervisor: \_\_\_\_\_ Recruitment start date: \_\_\_\_\_

**LIST SEARCH AND SCREEN PANEL MEMEBERS (No less than 3 members)**

\_\_\_\_\_  
\_\_\_\_\_

A balanced interview panel must be diversely composed with at least one person representing an affirmative action group, i.e. racial/ethnic minorities, women, or persons with disabilities.

**ADVERTISING SOURCE**

Ad statement: Starting salary: \_\_\_\_\_ plus excellent benefits. Duties include: \_\_\_\_\_

\_\_\_\_\_. See how to apply:

[www.uwsuper.edu/hr/employment](http://www.uwsuper.edu/hr/employment) Call 715.394.8041 with questions. Application materials must be received by

\_\_\_\_\_. AA/EOE

Newspaper  UWS Website  Superior Chamber website  LinkedIn  Other: \_\_\_\_\_

**TAM SCREENING QUESTIONS**

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_

**SELECTION CRITERIA AND APPLICANT EVALUATION**

Fill in Required and Preferred Criteria

**STARTING SALARY**

Salary minimum: \_\_\_\_\_

Budgeted amount: \_\_\_\_\_

Internal equity: \_\_\_\_\_

External equity: \_\_\_\_\_

Recommended starting salary: \_\_\_\_\_

Hiring Supervisor's signature: \_\_\_\_\_

HR Manager's signature: \_\_\_\_\_