

GENESEE COUNTY REFERRAL FORM

POSITION:

INTERVIEW DATE:

DEPARTMENT:

INTERVIEW TIME:

NAME: _____

**Departmental
Interviewer(s):**

LOCATION:

HR TECHNICIAN:

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Departmental Interview - Please indicate job related reason(s) as to why person was or was not hired.

Check One:

- Not selected.
- Please offer the above vacant position to this person - requested starting date _____, time _____ pending physical.
- Did not appear for interview.
- Place on post interview eligibility list, number _____, until _____ .

Date: _____ Interviewer Signature: _____

Date: _____ Department Head: _____

Please return all Original Referral Forms and one (1) copy of Notice of Appointment/Transfer Form to the Human Resources Department after all interviews have been completed for this position.