Chairpersons Record Sheet

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| **Job title:**  | **School/ Service:**  |

**Interview date**

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| **Applicant name:**  |
| **Skills/ experience/ qualifications** | **Demonstrable (yes/ no)** | **Reasons and comments for decision and feedback** |
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| **Appointable or not & rank order****(1 = most appointable)**  |  |

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| **Any other comments for feedback:** |

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| **Panel member name** | **Signature** | **Date** |
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