Del Mar College

RECOMMENDATION FOR SELECTION Nonexempt Employees						
TO: President			DEPARTMENT:			
			POSITION: ☐ New ☐ Replacing	Number: _		
VIA:	Director/Dean Human Resources Division Vice President		. .	Name		
			Position Type ☐ Office	9: ☐ Support		
DECOMMEN	DATION					
In full consideration of the official job announcement and all applicable College policies and procedures, I have enclosed the						
evaluations and ratings of applicants for the position of (position title)						
I have interviewed applicants and submit the following named individuals as being sufficiently qualified to fill this position.						
Names (In alphabetical order)						
I recommend that be hired for the following reasons: (Give Statement of Qualifications, strengths, weaknesses and suitability.)						
addiniodation, offerigine, weakinesses and suitability.)						
NOTE: If fewer than three candidates are recommended, a written justification must be attached.						
			Departmen	t Chair/Super	visor	Date
CONCURREN	NCE sewed the applications and	ratings for the ann	licante rocommond	led for this s	nosition and considering	the individuals'
	ons and Del Mar College's I					the maividuals
Division Dea	an/Director	Date	Divisio	n Vice Presid	lent	Date
REVIEWED B	BY:					
Human Bos	ources Office	Date				
	ENT'S USE ONLY	Date				
Signature, P	President	Date				
NOTE: An offer of employment may not be made until the PER 101, Employment and Change of Status Form, has been submitted, reviewed and approved. RETURN TO HUMAN RESOURCES AFTER PRESIDENT'S APPROVAL.						
Date Conditional Offer of Employment mailed by HR:						