

# Faculty Candidate Selection Process

## SELECTION INFORMATION

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

Candidate Name \_\_\_\_\_

Verbal Offer Made that candidate has accepted:

Salary or Hourly Rate \_\_\_\_\_

Additional Notes:

Is this in line with approved Employment Requisition Form? \_\_\_\_\_

Desired Start Date: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Position Status: \_\_\_\_\_

Tenure Type: \_\_\_\_\_

Salary Contract: \_\_\_\_\_

## OFFICE INFORMATION

Will this hire have an office space \_\_\_\_\_

Office Telephone Number \_\_\_\_\_

PO Box Number \_\_\_\_\_

Office Location and # \_\_\_\_\_

## ADJUNCT HIRE ONLY

Which Semester will the Adjunct start teaching? \_\_\_\_\_

Approval Signature:

Date:

\*Please return completed document to [buffy\\_fowler@mhu.edu](mailto:buffy_fowler@mhu.edu) in Human Resources.