

Criteria for Screening

Position Title: Applications Systems Analyst/Programmer-Lead

Position #: 33333

Name of Applicant: John Smith

Min Qual: Bachelor's and 3 years in IT Yes ___ No ___

(Note: If applicant does not meet min quals, no further screening will be needed.)

If applicant meets the screening criteria, please check the appropriate box:

Criteria	Yes	No
Technical knowledge of programs and applications		
Supervise and instruct programmers		
Design, code, test, modify programs		
Experience in writing system documentation and procedure manuals		
Experience in preparing specifications and applications for modifications and enhancements		
Recommend hardware and software modifications		
Customer Service		

Total (Checks for yes): _____

Comments:

Search committee #1 _____

Search committee #2 _____