APPLICATION SCREENING MATRIX (Weighted)

Position Title:

Search Committee Member:

Criteria Scoring: 0 - No experience/Poor 1 = Some experience/fair 2 = Strong experience/good 3 = Extensive experience/Excellent

Bonus Points: (assign bonus points for preferred qualifications)	
	1
	1
	1

Selection Criteria ***(select criteria that is critical to the position - from posting. Add a weight between 1 and 3 to rank importance)***							**Weighted Score (WS)**	**Bonus Points**	**Total Score**	**Notes (note positives/negatives based on application materials)**	**Interview Y/N**	**Offer or Reason Code**
Weighted Score (revise for criteria)	*3*	*3*	*2*	*2*	*1*	*1*						
(criteria x weighted)												
Example: Doe, John	*6*	*6*	*4*	*4*	*2*	*2*	*24*	*1*	*25*			
APPLICANTS: Last, First												
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			
							0	0	0			