WALTERS STATE
THE GREAT SMOKY MOUNTAINS COMMUNITY COLLEGE

Applicant Ranking Sheet

Position _____ Date: _____

INSTRUCTIONS:

1. **ALL** applicants are to be ranked.
2. Develop ranking qualifications from the Position Announcement.
3. Quantify the rankings made according to the following scale.

5	4	3	2	1	0
highest				lowest	did not meet qualifications

4. Please indicate exemplary reference checks and/or work history with a check mark (✓).
5. Identify applicants selected for interview.
6. Person ranking applicants shall sign form.

PLEASE USE BLACK INK OR TYPE

APPLICANTS									Total Ranking Points	Work History/Reference Check *	Selected for Interview (Y or N)

*In the absence of a check mark (✓) in this category, the individual will not be granted an interview.

Ranking Completed by: _____ Date: _____