

# PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: October 17, 2012

REVISED:

## 304-AR-2. REVIEW OF CANDIDATES FOR OPEN POSITIONS

DATE: \_\_\_\_\_

TO: \_\_\_\_\_

FROM: Personnel Office

OFFICE: \_\_\_\_\_

Attached you will find applications for the position of \_\_\_\_\_.

Please review the file and return to the Personnel Office within ten (10) days.

If you select applications in preparation for interviews, you may review the application and retain it while you complete the selection process.

Please list the names on applications you retain:

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