

Initials:
Date:

QUALITY OF JOB POSTINGS

| OFFICE | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
|--------------------|---------------------------------|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|
| DATE | | | | | | | | | | | | | | | | | |
| EVALUATED BY | Enter "✓" If Satisfactory | | | | | | | | | | | | | | | | |
| PERIOD COVERED | Enter "✗" If Unsatisfactory | | | | | | | | | | | | | | | | |
| Job Posting Number | Enter "NA" If Not Applicable | | | | | | | | | | | | | | | | |
| Name of Employer | Enter "NI" if Needs Improvement | | | | | | | | | | | | | | | | |
| | COMMENTS | | | | | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | | | | | | |
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| 1 | | | | | | | | | | | | | | | | | |
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| 2 | | | | | | | | | | | | | | | | | |
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| 3 | | | | | | | | | | | | | | | | | |
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| 4 | | | | | | | | | | | | | | | | | |
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| 5 | | | | | | | | | | | | | | | | | |

- Additional Comments:
- 1.
 - 2.
 - 3.
 - 4.
 - 5.

(Must have satisfactory in all applicable categories to pass)

Must have 8 of 10 to meet standard