

**EEO REPRESENTATIVE CERTIFICATION FORM
CONFIDENTIAL**

As the Equal Employment Opportunity representative (EEO Rep), I certify that the interview process for the position of _____ *(if faculty position – please state discipline)* located at _____ (site) was conducted on _____ (date) in accordance with approved EEO procedures and that the following candidates were interviewed after having been determined by the committee to meet the criteria/qualifications established for this position.

NAME OF CANDIDATE(S)

In the following section, list name and title of each committee member.

TITLE

Chair _____	
Member _____	
Member _____	
Member _____	
Member _____	
Member _____	

EEO Rep Signature: _____

EEO Rep Site: _____

Date: _____

Forward this completed form to the **Human Resources-Employment Office** the same day interviews are completed or not later than the next day if interviews are completed after 5:00pm.