

APPLICANT RESOURCE INFORMATION SHEET (ARIS)

JD-ES-234 Rev. 7-19

**STATE OF CONNECTICUT
JUDICIAL BRANCH**
www.jud.ct.gov



Instructions:

- The Panel Chair must complete this form in ink and return to the Division HR.
- The Division HR must return this form with the Interview Evaluation Forms to HRM in order for the hire/promotion to be processed.
- All candidates interviewed must be listed on this form.
- Based on interview results, please list all "Highly Recommended" candidates first, "Recommended" candidates next, and those candidates who were "Not Recommended" last.
- Please document if the Background Check impacts the Interview Recommendation.
- Use additional sheets as necessary.

Interview Date:

Page ____ of ____

Job Title:	
Ad I.D. Number:	
Division:	
Assigned Position Location:	
Position Filled by:	<input type="checkbox"/> Promotion <input type="checkbox"/> Relocation <input type="checkbox"/> Appointment

Interviewers:

Interview Panel	Name	Job Title
Panel Chair		
Panel Member		
Compliance Coordinator		

Candidates:

The Judicial Branch complies with federal and state reporting requirements. In order to comply with these requirements, please provide information on race/ethnicity and gender based on your own visual observations. Do not guess or assume such information. Do not ask candidates to self-identify. This information is for statistical purposes only by authorized personnel and, in compliance with state and federal law, shall not be considered in the evaluation of a candidate.

Key:

Race/Ethnicity: **AI/AN** - American Indian or Alaskan Native, **A** - Asian, **B/AA** - Black or African American, **H/L** - Hispanic or Latino, **NH/PI** - Native Hawaiian or other Pacific Islander, **W** - White, **2** - 2 or more races, **O** - Other

Recommendation: **HR** - Highly Recommended. **R** - Recommended. **NR** - Not Recommended

Referral Source: 1 - Newspaper, 2 - Job Posting, 3 - Internet, 4 - Intranet, 5 - Referral, 6 - Other (For 1, 5, or 6, be specific)

Final Action: **O/REF** - Offered and refused position, **O/ACC** Offered and accepted position, **NO** - Not offered position. **POHL** - Placed on hiring list

Approved by: _____ **Panel Chair Signature:** _____ **Print Name:** _____ **Date:** _____