

**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		
Panel Member		
Panel Member		
Panel Member		
Panel Member		
Compliance Coordinator		

Candidates:

Name	Race	Gender	Recommendation	Referral Source	Background Check	Final Panel Proposal	Final Action

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