



OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • 805/385-1501 • www.oxnardsd.org

Selection Rationale

POSITION TO BE FILLED:

Classification: _____

Assigned Work Hours: _____

Site/Department: _____

Assigned Work Days: _____

INTERVIEW COMMITTEE: *Please list all interview committee participants*

SUMMARY DATA ON RECOMMENDED CANDIDATE & MOST SENIOR CANDIDATE:

Recommended Candidate

Name: _____

Seniority Date: _____

College Units: _____

Prof. Growth Credits: _____

Most Senior Candidate

Name: _____

Seniority Date: _____

College Units: _____

Prof. Growth Credits: _____

THE FOLLOWING IS SPECIFIC INFORMATION RELATING TO THE SELECTED CANDIDATE:

Per the OSD/CSEA Contract 17.5.4: The following factors shall be considered in evaluating applicants. These are not used in order of priority: (a) Education and training experience; (b) Work experience in the same or related field; (c) Specific needs of the District for the position; and (d) Work related personal attributes. When the hiring supervisor finds two (2) or more unit members qualified and substantially equal in qualifications and makes the recommendation to the Human Resources Office, the unit member with the greater seniority shall fill the position. In the event the most senior unit member is not selected for the transfer, the Director of Classified Human Resources shall notify CSEA in writing as to the selection rationale.

Education (high school v. college) (Please show comparison between recommended candidate and most senior candidate.)

Training Experience (workshops, trade schools) (Please show comparison between recommended candidate and most senior candidate.)

Work Experience in the Same/Related Field (number of years in the trade/field, appropriate grade level/office/site experience) (Please show comparison between recommended candidate and most senior candidate.)

Specific Needs of the District for the Position (specific skills, talents, knowledge; accuracy, quality level, responsibility, dependability) (Please show comparison between recommended candidate and most senior candidate.)

Work-related Personal Attributes (initiative, responsibility, flexibility, adaptability, co-cooperativeness) (Please show comparison between recommended candidate and most senior candidate.)

Were the candidates' supervisors contacted for a performance assessment?

Yes No

Note: (1) It is assumed that since some of the information in this memo was gathered from interviews and personal references, this information will remain as confidential unless authorized for release as non-confidential by the concerned parties.

(2) This rationale document will be reviewed by the Director of Classified Personnel and then forwarded to the CSEA President as required by the CSEA/OSD contract.

Submitted by: _____
Signature Written Name Date