

RECORD OF VERBAL DECLINATION

1. Name of Candidate:
2. Title, Series and Grade of Position:
3. Duty Location: <input type="checkbox"/> Amarillo, TX <input type="checkbox"/> Fort Sill, OK <input type="checkbox"/> Oklahoma City, OK <input type="checkbox"/> Other
4. Referral Number/Cert Number:
5. Date of Conversation:
6. Type of Conversation: <input type="checkbox"/> Telephone <input type="checkbox"/> Personal Interview
7. Candidate's stated reason for declining:
8. Does candidate want to be removed from further consideration for employment at duty location listed above? <input type="checkbox"/> Yes <input type="checkbox"/> No
If answer is "yes," go to question 9. If answer is "no," go to a below.
a. Will applicant accept part-time employment? <input type="checkbox"/> Yes <input type="checkbox"/> No
b. Temporary: <input type="checkbox"/> 1 - 3 months <input type="checkbox"/> 4 - 6 months <input type="checkbox"/> 7 - 12 months
c. Date applicant will be available for consideration:
d. Lowest grade/salary candidate will accept?
9. Additional Remarks:
Signature of Interviewer & Date