



REVIEW OF INTERVIEW & SELECTION

If you are a CMS certified interviewer you may wish to attend this training to review the techniques for interview and selection. During this ½ day program, we will:

- Review the process for conducting the structured interview
- Provide the opportunity for questions and suggestions

This class does not replace the on-line Rutan refresher needed to comply with Administrative Order # 2 (2009).

Reserve your place by contacting your personnel office. If you have any questions, please contact us at (217) 524-8700 or CMS.ATD@Illinois.gov.

Please note—Bring your Interview & Selection manual.

Visit our website at:

<http://www2.illinois.gov/cms/Employees/Education/training/Pages/default.aspx> and click on the “Course Schedule“ link for current class dates, time and locations.