

Form 9.2a

STATE UNIVERSITIES CIVIL SERVICE SYSTEM
1717 Philo Road, Suite 24
Urbana, IL 61802-6099

REQUEST TO CONDUCT STRUCTURED ORAL INTERVIEW/ STRUCTURED ORAL BOARD EXAMINATION

Check type of examination and please indicate specialized area, *if applicable*

Examination for ☐ Police Officer ☐ Police Corporal ☐ Other _____

Request for Specialized Position Certification/Specialty Factor approved by Executive Director?

☐ Yes ☐ No ☐ Not Applicable

Place of Employment _____

Please provide a brief, but definitive, description of the duties and responsibilities of the position for which this applicant is being examined. Use the reverse side of this form or attach another sheet if additional space is needed.

Position Number _____

Duties

Scheduled Date(s) of Structured Oral Interview/Oral Board Examination (Anticipated) _____ - _____

RECOMMENDED NAMES FOR ASSESSOR FOR STRUCTURED ORAL INTERVIEW/STRUCTURED ORAL BOARD SERVICE

An Assessor may not serve on a Structured Oral Interview/Oral Board for a class where it is known that a vacancy in the class exists, or is imminent, for which the member has recommending or employing authority. (*A Recommendation for Service as Assessor for Police Officer Structured Oral Interview/Police Corporal Structured Oral Board* form for each assessor/board member must be appended, unless previously approved by the University System Office for such service.)

Approved Not
Approved

1. Name _____
 Title _____
2. Name _____
 Title _____
3. Name _____
 Title _____
4. Name (*Alternate*) _____
 Title _____

The recommended Structured Oral Interview/Structured Oral Board assessors have received, or will receive prior to the scheduled Oral Interview/Oral Board date, a copy of the Ethical Guidelines for Oral Interview/Board Assessors (Police Series).

Designated Employer Representative

Date

Executive Director

Date