

## **Anticipated Hiring Process Schedule**

This schedule is provided to help guide your expectations of the process we hope to follow, however all dates are subject to change to suit the needs of PFARS.

- Application acceptance period starts 07/07/2010 and ends at 9pm on 07/17/2010.
- Applications will be reviewed from 07/17/2010 through 07/18/2010.
- Top applicants will be notified on or about 07/19/2010 that they will be invited to interview with the selection committee.
- Applicants should be available between 07/20/2010 and 07/24/2010 for interviews. Interviews will occur between 9am and 9pm on these days. Specific interview times will be arranged with each candidate. Interviews are expected to last between 30 minutes and 60 minutes for each candidate.
- After interviews the top candidates will be selected, and will be notified of PFARS's decision on or about 07/25/2010.
- Candidates will submit to a medical clearance exam (provided by PFARS), drug testing and a background check between 07/26/2010 and 07/30/2010.
- Candidates will be hired as per diem employees to work three shifts between 08/08/2010 and 08/15/2010. Shifts are 8 hours each and at least two of the three shifts must be during the 7am-3pm shift. This offer of per diem employment will only be for the time period needed to work these three shifts.
- Candidates' skill levels, performance, ability to interact with PFARS paid and volunteer members, ability/willingness to train junior members, and ability to learn PFARS SOPs will be evaluated during their per diem shifts.
- An offer of full time employment will be extended to the candidate in writing on or about 08/16/2010.
- The selected candidate will be expected to start working for PFARS no later than the week of 08/30/2010.