

**APPLICANT NAME:** \_\_\_\_\_

The above-named student has applied for a Resident Advisor (RA) position with the Department of Residence Life. The purpose of this form is to assist the selection committee in evaluating applicants for the RA position. Your candid evaluation of the applicant, based upon your experience with him/her, serves as an important part of the selection process. Please complete the form as completely and honestly as possible. The RAs serve as the first contact for our resident students. The position requires strong communication skills, time management skills, creativity, patience, dependability, and a willingness to care for and serve others.

**1.** In what capacity and to what degree do you know the applicant?

**2.** Please rate the applicant's skill level.

*(1=Below Average, 2=Average, 3=Above Average, 4=Superior, NBJ=No Basis to Judge)*

|                        |   |   |   |   |     |
|------------------------|---|---|---|---|-----|
| Oral Communication     | 1 | 2 | 3 | 4 | NBJ |
| Written Communication  | 1 | 2 | 3 | 4 | NBJ |
| Time Management Skills | 1 | 2 | 3 | 4 | NBJ |
| Maturity               | 1 | 2 | 3 | 4 | NBJ |
| Responsibility         | 1 | 2 | 3 | 4 | NBJ |
| Integrity              | 1 | 2 | 3 | 4 | NBJ |
| Work Ethic             | 1 | 2 | 3 | 4 | NBJ |
| Judgment               | 1 | 2 | 3 | 4 | NBJ |
| Initiative             | 1 | 2 | 3 | 4 | NBJ |
| Attitude               | 1 | 2 | 3 | 4 | NBJ |
| Team Participation     | 1 | 2 | 3 | 4 | NBJ |
| Leadership             | 1 | 2 | 3 | 4 | NBJ |

**3. OVERALL RATING FOR HIRING:**

\_\_\_ Highly Recommend      \_\_\_ Recommend with Reservations      \_\_\_ Recommend      \_\_\_ Do not Recommend

Please explain your rating:

Print Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this form to the Department of Residence Life:**

Box 2416 SHSU

Huntsville, TX 77341

Fax: 936-294-1920

Email: ResourceCenter@shsu.edu

**By February 16th at 5:00 PM**