

**Centenary College  
Human Resources Department**

**Interview Itinerary Form**

**Candidate** \_\_\_\_\_

**Position** \_\_\_\_\_

**Department** \_\_\_\_\_

Date of Interview:

Location:

Arrival Time to Complete Employment Application:

Time of Interview:

Interviewer(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

We are asking candidates to bring the following information to the interview:

1. List of three (3) supervisory references with current mailing addresses, telephone numbers, identifying the organization where they were candidate's supervisor.
2. Two or three sample reports, documents or other relevant work prepared by candidate which demonstrate:

\_\_\_\_\_  
\_\_\_\_\_

(Note: candidate should feel free to delete any confidential information).

Documents submitted include:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_