Screen and Interview Applicants <Optional>

Recruiter/ Hiring Manager/ TA Coordinator/TA Affirmative Action

Run Screening Process → Manage Applicant Activity/ Review Applicant Materials → Forward Applicant(s) for Interview Approvals → Reply to All Email → Approved Interview Candidates → Schedule Applicant Interviews

Route Applicant(s) for Interview Approvals

Respond to Routing Email

Complete Interview Evaluations → Make Final Applicant Recommendation

Interviewer

Review Applicant Schedule → Review Applicant Materials → Review Applicant Interview Evaluations → Manage Applicants*
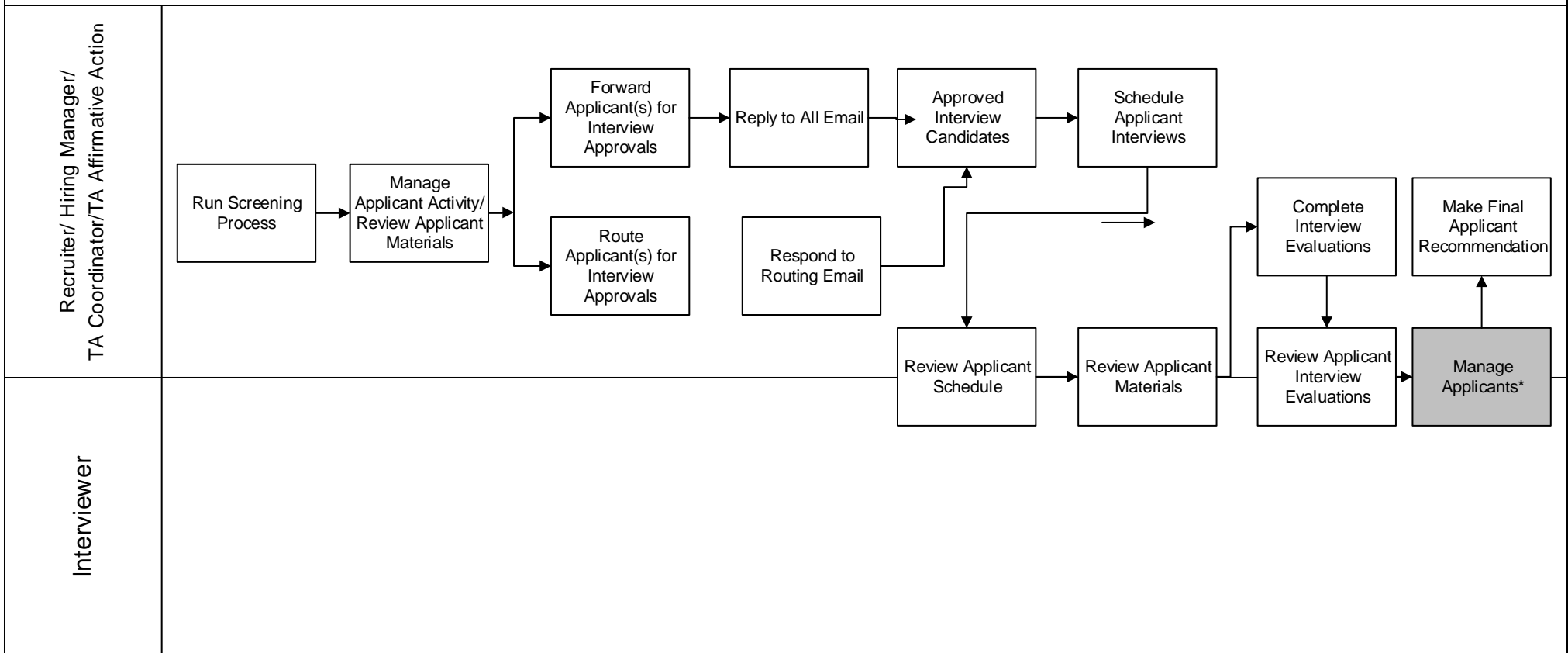
* Applicants can be managed in TAM with additional steps