

ACTIVITY/DISPOSITION CODE LIST FOR HIRING MANAGERS

Stage: Hiring Manager Review

- *Reviewed by HM – A*
- *Reviewed by HM – B*
- *Reviewed by HM – C*
 - *Reviewed by HM – Considered Not Selected – Not Qualified*
 - *Reviewed by HM – Considered Not Selected – Not Top Group*
 - *Reviewed by HM – Considered Not Selected – No Show/No Response*
 - *Reviewed by HM – Considered Not Selected – Not Reviewed*
- *Resume Sent to Reviewer’s Workbench*

Stage: Interview

- *Phone Screen*
 - *Phone Screen – Considered Not Selected – Not Top Group*
 - *Phone Screen – Considered Not Selected – No Show/No Response*
 - *Phone Screen – Considered Not Selected – Unfavorable Interview*
- *Interview-Virtual/Phone*
 - *Interview Virtual – Considered Not Selected – Not Top Group*
 - *Interview Virtual – Considered Not Selected – No Show/No Response*
 - *Interview Virtual – Considered Not Selected – Unfavorable Interview*
- *Interview-In Person*
 - *Interview In Person – Not Top Group*
 - *Interview In Person – Considered Not Selected – No Show/No Response*
 - *Interview In Person – Considered Not Selected – Unfavorable Interview*

Stage: Reference Check

- *Reference Check*
 - *Reference Check – Considered Not Selected – Not Top Group*

Stage: Offer

- *Request Approval for Offer*
 - *Offer Declined*
 - *Offer Rescinded*

Stage: Hired

- *Hired/Accepted*
 - *Hired – No Show*

Stage: Withdraw

- *Candidate Withdrew*

Other

- *Call Candidate*
- *Note*
- *Letter Sent*