**Resume Screening**

**Position: Employment Facilitator**

Closing Date:

|  | **Name** | **Phone** | **Email** | **Follow Instructions[[1]](#footnote-1)** | **Requirements of the position[[2]](#footnote-2)** | **Relevant work experiences[[3]](#footnote-3)** | **Score[[4]](#footnote-4)**(Total 25+5) | **Remarks** | **Interview date and time** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Muhammad | (306) 123-4567 |  | 2 | 5 | 14 | 21 |  | March 2610am via Zoom |
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1. Resume, Cover letter, application deadline (1+1+1) [↑](#footnote-ref-1)
2. Bachelor’s Degree, Reality Therapy, Ability to use MS office, internet (3+1+2) [↑](#footnote-ref-2)
3. Experience on Disability and Inclusion, Employment support, facilitation, Non profits (5+5+3+3) [↑](#footnote-ref-3)
4. Person with Disability will get additional 5 points (5) [↑](#footnote-ref-4)