

State Fiscal Accountability Authority
New Hire Justification Form

Selected Applicant: _____

Position Number _____

Position Title: _____

Requested Salary: _____

Please list the criteria used to select the applicant:

Did anyone involved in the selection process or line of supervision know the recommended applicant? ___ Yes ___ No

If yes, who? _____

What capacity?

If the requested salary is greater than the midpoint of the pay band, please describe the qualifications and experience of the applicant that would justify the request: