

Screening/Interviewing Committee

CONFIDENTIAL STATEMENT

As a member of a screening/interviewing process for the Victor Valley Community College District, I am acting as an agent of the District. I understand that I am participating in a confidential process. All of my actions related to this process are subject to laws and regulations relating to equal and fair employment practices. My failure to maintain confidentiality could result in violation of Federal or State regulations and could incur liability on behalf of the District.

Specifically, I agree not to release information to any person regarding:

1. Written materials turned in by an applicant or evaluations made by the committee about applicants;
2. Oral discussion by or about applicants or committee members during or following the interview process; and
3. Any other information that relates to the selection process.

I understand that I may be held personally responsible if I disclose information. If I am asked about the process, I will refer all questions to the Office of Human Resources.

I agree to comply with the selection process. I understand that the District may stop the paper screening or interviewing process at any time based on alleged discrimination against one or more candidates, or if deviation from District employment procedures has occurred. The selection process will not resume until the District reviews the allegations and recommends appropriate remedies (*Title 5, California Administrative Code, Section 53027(b)*).

Signature of Committee Member

(Signature is optional, however, the responsibility for maintaining confidentiality remains whether signed or not)

Date

Position Being Screened/Interviewed