

# Review of Applicant Selection Criteria

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Review of Selection Criteria for [Position Title]

Dear [Recipient's Name],

I am writing to provide my review of the selection criteria for the applicant applying for the position of [Position Title]. After carefully evaluating the applications, I have assessed the candidates based on the specified criteria outlined in the job description.

## Selection Criteria Review:

- **Criterion 1: [Description]** - [Comments on applicant's performance]
- **Criterion 2: [Description]** - [Comments on applicant's performance]
- **Criterion 3: [Description]** - [Comments on applicant's performance]
- **Criterion 4: [Description]** - [Comments on applicant's performance]

Overall, I recommend that we consider [Applicant's Name] for the position based on their qualifications and alignment with our requirements.

Thank you for considering my insights. I look forward to discussing this further.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]