

## Request to Add Minimum Qualification (MQ) Screening Questions to Recruit Onboard Question Library

Complete and submit this form when the requisition template for the classification you intend to post does not include applicable MQ screening questions and scoring plan in the prescreening section of requisition. \*

<b>Department Name:</b>		
<b>Contact Person:</b>	<i>(Name)</i>	
	<i>Email</i>	<i>Phone</i>
<b>Date Submitted: (MM/DD/YY)</b>		
<b>Job Classification Title</b>		<b>Job Code Number</b>

**Please allow at least 10 days for questions and scoring plans to be added.**

Send completed forms to [RecruitOnboard@das.ohio.gov](mailto:RecruitOnboard@das.ohio.gov)

*\*Note: Use this form only for classification specifications maintained by DAS' Office of Talent Management.*