## **COAHOMA COMMUNITY COLLEGE**

3240 Friars Point Road Clarksdale, Mississippi 38614 (662) 627 2571

DATE\_\_\_\_\_\_

EMPLOYEE NAME

Dear

You have been selected by the President to serve on the Selection Committee to interview applicants for the \_\_\_\_\_\_\_ position.

The interviews are scheduled for \_\_\_\_\_\_\_, beginning at \_\_\_\_\_\_\_ a.m. In the President's Conference Room.

Sincerely,

Human Resources Director