Thank you for your interest in the position of (position title) (Job id: vacancy #) with College/Department Name at Northern Arizona University!

Your application has been received and forwarded to the screening and selection committee. The committee will carefully assess your qualifications for the position. Should there be a match between your skills and our current needs, we will contact you with additional information on our interview process.

Please note that only applicants who meet all of the listed minimum qualifications will be considered. Also, all finalist candidates for employment will be subject to reference, employment background, and criminal history checks.

Northern Arizona University's search process is thorough and consequently takes time. While we endeavor to conclude the search process as quickly as possible, we do not anticipate that interviews for this position will be scheduled before (approximate date) at the earliest.

Thank you again for your interest in this position. To learn more about employment at Northern Arizona University, please visit our [Careers @ NAU page](http://nau.edu/Human-Resources/Careers/Applying-Hiring-Information/).