

## INTERVIEW RATING FORM

CANDIDATE NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

DATE OF INTERVIEW: \_\_\_\_\_

### RATING SCALE:

1. UNSATISFACTORY
2. FAIR
3. AVERAGE
4. ABOVE AVERAGE
5. EXCEPTIONAL

### **BASED UPON THE CANDIDATE'S RESPONSE TO THE ORAL BOARD'S QUESTIONS (Circle appropriate answer):**

1. QUALIFICATIONS – How well does the candidate meet the appropriate qualifications/training for this position?  
1 2 3 4 5
2. PRIOR WORK EXPERIENCE – Has the candidate acquired similar skills or qualifications through past work experiences?  
1 2 3 4 5
3. VERBAL COMMUNICATION – How were the candidate's communication skills during the interview (i.e. body language, answers to questions, articulation, etc.)?  
1 2 3 4 5
4. CANDIDATE ENTHUSIASM – How much interest did the candidate show in the position and the organization?  
1 2 3 4 5
5. KNOWLEDGE OF ORGANIZATION – Did the candidate research the organization prior to the interview?  
1 2 3 4 5
6. INTERPERSONAL SKILLS – Did the candidate demonstrate, through their answers, good interpersonal skills?  
1 2 3 4 5
7. INITIATIVE – Did the candidate demonstrate, through their answers, a high degree of initiative?  
1 2 3 4 5
8. OVERALL IMPRESSION AND RECOMMENDATION – Do you feel that this candidate is an acceptable match for the position? \_\_\_ YES \_\_\_ NO (Please provide a response and a rating as you may have multiple candidates)  
1 2 3 4 5

### GENERAL COMMENTS:

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INTERVIEWER NAME AND SIGNATURE: \_\_\_\_\_