

CANDIDATE INTERVIEW FORM

Date:

Position Title:

Candidate Name:

Interviewer Name:

Scoring:

Please provide a numerical rating for the candidate according to the below criteria. Additional comments are also encouraged. Be sure to score each answer immediately after it's provided—do not wait until the end of the interview.

5 = Exceptional

4 = Better Than Average

3 = Capable/Average

2 = Below Average, Minimally Acceptable

1 = Weak, Problematic, or Non-Existent

CRITERIA	RATING	COMMENTS
Skill/Competency: Interview Question #1	1 2 3 4 5	
Skill/Competency: Interview Question #2	1 2 3 4 5	
Skill/Competency: Interview Question #3	1 2 3 4 5	
Skill/Competency: Interview Question #4	1 2 3 4 5	
Skill/Competency: Interview Question #5	1 2 3 4 5	

Does this candidate have any unique skills/strengths relevant for the position?

Do you have any reservations about this candidate?

Would you recommend this candidate for the position? Yes / No

(Select one)