

Sample Candidate/Interview Evaluation Form

Interview Evaluation Form

Instructions: Carefully evaluate each applicant's interview performance by assigning a rating for each success factor as described below. The "overall" rating should be reflective of the aggregate of each applicant's success factors.

- Significantly exceeds success factor = **5**
- Exceeds success factor = **4**
- Meets success factor = **3**
- Fails to meet success factor = **2**
- Significantly fails to meet success factor = **1**

Success Factors	Candidates		
Educational background			
Experience			
Experience			
Experience			
Decision-making skills and experience			
Compatibility with			
Supervisory and leadership ability			
Other (list: _____)			
Overall Rating			

Notes: _____

Reviewer Name: _____ Date: _____