**CANDIDATE SCREENING SHEET (India Recruiting)**

CANDIDATE INFORMATION

**Candidate Name** –

**Address & Contact No.-**

**Email ID-**

**Skype ID-**

**Present Location / Home Town** –

**Present salary / Expected salary** -

**Qualification** –

**Reference Details**

**Reference Name:**

**Two Reference Contact number –**

**Reference E-mail IDs–**

**Reason Looking for re-location –**

**Reason looking for Job change** –

GENERAL INTERVIEW QUESTIONS

GENERAL FEEDBACK -

**Brief Introduction**. –

**Family Back Ground** – Father:

Mother:

Spouse:

**Judge Seriousness about job search** –

**Work Experience –**

**Ready to go with service agreement of 1.5 years –**

**Notice period required:**

**How soon you can join us?**

Recruiter's Use Only

**Overall Recruiter's Remark -**

**1st level screening -**

Date –

General feedback –

Thoughts on candidate delivery –

Job profile –

Comm Skill –

Work experience -

**2st level screening -**Date –

General feedback –

Job profile –

Comm Skills –

Work experience-

**Final Round -**Date -

General feedback –

Job profile –

Comm Skills –

Work experience

Final Comments -