

## INTERVIEW EVALUATION WORKSHEET

In this competitive job market, the job seeker who gets hired is often the person who interviewed the best. That is why each interview experience (whether a job interview or informational interview) must help fine tune your ability to interview better than your competition.

For this reason, it is important to complete an Interview Evaluation Worksheet immediately following each interview. This will help you identify your strengths and weaknesses. You will evaluate yourself and evaluate the hiring authority who conducted the interview. With each interview you will improve your weaknesses, preparation and ability to answer and ask questions.

Your Evaluation form will also help you recall specific details that can greatly assist you in your follow up contacts.

If you have already completed a job interview, complete the Interview Evaluation Worksheet.

Interview Date 11/06/2017

Company Name Abc Company

Position Title Top Dog

Title Head Honcho

Contact Person Jane DOe

Phone Number 312-312-3213

Notes about contact

These are the notes - Notes Notes Notes - Who is out contact - Notes, Notes, Notes but how much can you fit in this box. Does it expand? Abcd, welkja lkjowil. jfdluoiuwerioua; ;laks lkjslfkj a;lkoierllkalskjl lskjf;laskjfoiwurl ljkflaskjfw lkjfljoiwe oiufajil oiwerowui ouoiwl ouoiusdf l ouwouroua lkjdfjsodful ljf soul jls kjfljasouw

Summary of Conversation about contact

Blab Blab Blab Blablkajsfklj lksjdf; kjsf l; kj l; skdjf; lkj; lfjk ; lksjdf ; lksjf; lkjs lskjf ; lskjf; lskjfwierpowiurepo poiurpwouirepow poiwuerpoiugwre poiurpoiur poiurpoiur oiwoirue oiweropiur oiweroiur oiuewouiwe oiweroiur oiurweoiu poiureoiu wopieuiur poiueroiu oiweropiur poiureoiu oiugwiorupoiu oiurqowiur oiur

Timeframe to hire Two weeks from today

My ability to do this job (on a Scale of 1 - 10; 10 being the highest) 10

--Select One--▼

My level of interest (on a Scale of 1 - 10; 10 being the highest) \_

--Select One--▼

Positives

LKJlkjsaf ; a;lskjdf a ;slkdjf ;lkjas;flkj ;lkjasdf ;lkajsflkj ;lkjsf;lkj ;lkajsf;lj

Red Flags | Areas of Concern

laksjdfl;aksjdf as[dfk;lksjdf ;lkasjdf;lkja ;laksjdf;lkajs