INTERVIEW RATING SHEET

Listed below are some qualities used to rate potential employees during an interview. After practicing an interview, how do you think you rate these?

|  |  |  |  |
| --- | --- | --- | --- |
|  | Above Average  5 | Average  3 | Below Average  1 |
| Ability to Talk | ✓ |  |  |
| Ability to work in a team | ✓ |  |  |
| Enthusiasm |  | ✓ |  |
| Intelligence | ✓ |  |  |
| Maturity |  | ✓ |  |
| Personality | ✓ |  |  |
| Poise |  | ✓ |  |
| Needed Skills | ✓ |  |  |
| Courtesy / Politeness | ✓ |  |  |
| Other Comments:  His speaking ability is good | | | |

Using the values given under each category, add the score for your answers and determine your rating on the following scale:

36 - 45 Ready for the interview

27 - 35 Might handle it; could use more practice

9 - 26 Definitely need more practice

✓

*Next Process* : **HIRE**

**REJECT**