

INTERVIEW EVALUATION

(Executive & Above)

**CONFIDENTIAL**

NAME OF CANDIDATE :	INTERVIEWED BY :
POSITION APPLIED FOR :	DATE :
	PLACE :

TRAITS	UNSATISFACTORY 0	SOME DEFICIENCIES EVIDENT 1	SATISFACTORY 2	OUTSTANDING 3	EXCEPTIONAL TO BE CONSIDERED FOR EMPLOYMENT 4	INSERT RATING (0 - 4)
1. KNOWLEDGE OF SPECIFIC JOB AND JOB RELATED TOPICS	No Knowledge Evident	Less Than IKSB Would Prefer	Meets IKSB Requirements For Recruitment	Exceeds IKSB Expectations of Average Applicants	Well Versed In Job And Very Strong In Associated Areas	
2. EXPERIENCE	None For This Job Nor Any Related Experience	Would Prefer More For This Job	Adequate For Job Applied For	More Than Sufficient For Job	Wide Experience In Job Areas	
3. COMMUNICATION	Could Not Communicate Well. Will Be Severely Impaired In Most Job	Some Difficulties That May Affect Job Performance	Sufficient For Job Performance	More Than Eloquent Sufficient For Job	Outstanding Ability To Communicate	
4. INTEREST IN POSITION AND IKSB	Showed No Interest At All	Some Lack Of Interest	Appeared Genuinely Interested & Prepared	Very Interested. Seems To Prefer Type Of Work Applied For	Express Interest And Excitement About Job	
5. OVERALL MOTIVATION TO SUCCEED	None Exhibited. No Concern For Advancement	Showed Little Interest In Advancement	Average Interest In Advancement	Highly Motivated. & Strong Desire To Advance	Extremely Motivated. Very Strong Desire To Succeed And Advance	
6. POISE AND CONFIDENCE	Extremely Distracted And Confused. Displayed Uneven Temper	Slight Display Of Confusion Or Loss Of Temper To Interfere With Job Performance	Sufficient Poise And Confidence To Perform Job	No Loss Of Poise During Interview. Confident Able To Handle Pressure	Displayed Impressive Poise Under Stress. Appears Well-Composed And Secure	
7. COMPREHENSION	Did Not Understand Many Points And Concepts	Missed Some Ideas Or Concepts	Understood Most New Ideas And Skills Discussed	Grasped All New Points And Concepts Quickly	Extremely Sharp. Understood Subtle Points And Underlying Motives. Quick Grasp Of Ideas;Insight.	
TOTAL						

SUITABILITY FOR JOB**EXCELLENT****GOOD****AVERAGE****POOR****GENERAL COMMENTS AND RECOMMENDATION****SIGNATURE & DESIGNATION**

- 0 UNSATISFACTORY
- 1 SOME DEFICIENCIES EVIDENT
- 2 SATISFACTORY
- 3 EXCEPTIONAL
- 4 CLEARLY OUTSTANDING