

TRANS-NZOIA PUBLIC SERVICE BOARD

INTERVIEW SCORE SHEET (*Degree*)

Folio _____

Name of Candidate _____ Age _____ ID/No. _____

Department: _____

Post Applied for _____

JOB FACTORS		RANGE OF SCORE			FACTOR SCORE	ACTUAL SCORE
(a)	Academic & Professional Qualifications	Membership to a Professional Body	<i>Registrations</i> 2 <i>Practicing License</i> 2	4	30	
		PhD		2		
		Master's Degree		2		
		Bachelor's Degree		10		
		Secondary (KCSE)		7		
		Primary (KCPE)		5		
(b)	i) Knowledge in the Technical/Professional Area	Demonstrates sound understanding /knowledge of the job requirements, tasks and procedures.			25	
	ii) Extra Competencies	Publications and/or Conferences/ Workshops {at least 2 weeks}			5	
(c)	General Knowledge (National, Regional & Global Issues)	Has sound understanding/knowledge/impact of the national, regional & global issues.			10	
(d)	Government of Kenya Functions, Organization & Operations	Has sound understanding/knowledge of the Government structure, functions, and operations.			10	
(e)	Devolution	Demonstrates knowledge of the devolved Government structure, functions, and operations.			10	
(f)	Ethics, Leadership Capability & Potential	Demonstrate leadership capacity/ personal drive and initiative.			5	
(g)	Dress Code/ Grooming	Outward presentation.			5	
	Negative Issues	Indicate points to be deducted for any negative factors observed during the interview.			(-5)	
				TOTAL SCORE	100	

Remarks _____

Board Chairman/Panelist _____ Signature _____ Date _____