**Candidate Information**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name: |  | | |
| Position Applied For: |  |  |  |
| Interview Date: | (DD.MM/YYYY) | Interviewer Name: |  |

**Evaluation Criteria**

Please rate the candidate on the following criteria using the scale: 1 = Poor | 2 = Fair | 3 = Good | 4 = Very Good | 5 = Excellent

**1. Educational Background**

|  |  |  |
| --- | --- | --- |
| Relevant degree(s) and certifications: (1-5) | |  |
| Academic performance and achievements: (1-5) | |  |
| Comments: |  | |

**2. Work Experience**

|  |  |  |
| --- | --- | --- |
| Relevance to the position: (1-5) | |  |
| Duration and consistency: (1-5) | |  |
| Achievements and contributions: (1-5) | |  |
| Comments: |  | |

**3. Skills and Competencies**

|  |  |  |
| --- | --- | --- |
| Technical skills: (1-5) | |  |
| Soft skills (communication, teamwork, etc.): (1-5) | |  |
| Problem-solving abilities: (1-5) | |  |
| Adaptability and flexibility: (1-5) | |  |
| Comments: |  | |

**4. Knowledge of the Industry/Role**

|  |  |  |
| --- | --- | --- |
| Understanding of the industry: (1-5) | |  |
| Knowledge of the specific role: (1-5) | |  |
| Awareness of current trends and issues: (1-5) | |  |
| Comments: |  | |

**5. Cultural Fit**

|  |  |  |
| --- | --- | --- |
| Alignment with company values: (1-5) | |  |
| Teamwork and collaboration potential: (1-5) | |  |
| Attitude and enthusiasm: (1-5) | |  |
| Comments: |  | |

**6. Communication Skills**

|  |  |  |
| --- | --- | --- |
| Clarity and coherence: (1-5) | |  |
| Listening skills: (1-5) | |  |
| Persuasiveness and confidence: (1-5) | |  |
| Comments: |  | |

**7. Overall Impression**

|  |  |  |
| --- | --- | --- |
| General attitude and demeanor: (1-5) | |  |
| Professionalism: (1-5) | |  |
| Potential for growth: (1-5) | |  |
| Comments: |  | |

**Summary**

* **Strengths of the Candidate:**
* **Areas for Improvement:**
* **Recommendation:**
  + Strongly Recommend
  + Recommend
  + Recommend with Reservations
  + Do Not Recommend
* **Additional Comments:**

**Interviewer Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_\_ (DD/MM/YYYY)