



Interview Scorecard Template



INTERVIEW SCORECARD TEMPLATE

Name of Candidate: _____ Date: _____

Position Interviewed for: _____

Interviewer(s): _____

	Score
Education:	
Has the applicant completed the required education or training programs relevant to this role?	0
Prior Employment:	
Do the applicant's previous job roles reflect growth in abilities pertinent to this opening?	0
Technical Skills:	
Has the applicant demonstrated proficiency in the necessary job-specific tools and techniques?	0
Communication Skills:	
Did you easily understand the applicant's responses and explanations?	0
Enthusiasm/Attitude:	
Did the applicant ask relevant questions about the job and company?	0
Interpersonal Skills:	
Did the applicant demonstrate, through responses and overall manner, strong collaborative and interpersonal abilities?	0



Cultural Fit: Considering the applicant's approach, conduct, and responses, do you believe they align well with our company's values and work environment?	0
Overall Evaluation: H = Hire; C = Consideration; DNH = Do Not Hire; BQ = Better Qualified for Another Role	Tot. Score
	0

Scoring System: 5 Excellent, 4 Above Average, 3 Average, 2 Below Average, 1 Unsatisfactory

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