

Interview Rating Form – Faculty and Administrative Positions (02/2023)

Name of Candidate:

Interview Date:

Position Title :

Search Committee Member:

This form consists of two sections:

Section One: Provides space to key in the interview questions. As each question is answered, take notes in the space provided.

Section Two: Provides space to rate and make notes about the candidate's general skills and competencies.

Rate the candidate after the interview has been completed.

Rating Scale: Circle the number that represents the quality of each response. Use rating only as a basis for discussion. ***Do not score totals.***

5- Outstanding 4- Above Standard 3- Good/Acceptable 2- Needs Improvement 1- Unsatisfactory

SECTION ONE

Notes

| | | |
|-------|-----------|--|
| Q.1. | 5 4 3 2 1 | |
| Q.2. | 5 4 3 2 1 | |
| Q.3. | 5 4 3 2 1 | |
| Q.4. | 5 4 3 2 1 | |
| Q.5. | 5 4 3 2 1 | |
| Q. 6. | 5 4 3 2 1 | |
| Q.7. | 5 4 3 2 1 | |
| Q.8. | 5 4 3 2 1 | |
| Q.9. | 5 4 3 2 1 | |

SECTION TWO

| | | Notes: |
|-------------------------------|-----------|--------|
| Technical Skills | 5 4 3 2 1 | |
| Education | 5 4 3 2 1 | |
| Job Knowledge | 5 4 3 2 1 | |
| Knowledge of the Field | 5 4 3 2 1 | |
| Communication Skills | 5 4 3 2 1 | |
| Motivation | 5 4 3 2 1 | |
| Creativity | 5 4 3 2 1 | |
| Initiative | 5 4 3 2 1 | |
| Composure | 5 4 3 2 1 | |

Overall Impression/Comments:

This candidate is (Check One):

- A strong candidate. A possible candidate Of no further interest
 Other: