Interview Feedback Form

Your Name

Candidate's Name

Date of Interview Position

Please rate this candidate on the following attributes using a scale of 1 to 5:

- 1 Exceptional/Far Exceeds Requirements
- **2** Above Average/Exceeds **3** Average/Meets Requirements
- Requirements
- 4 Below Average/Doesn't 5 Far Below Average/ Meet All Requirements
- Unsatisfactory
- **N/A** Far Below Average/ Unsatisfactory

Education/Training

For example: The candidate has the educational qualifications and/or necessary training for the position.

- 1
- 3

N/A

Comments

Work Experience

For example: The candidate has previous work experience with skills or expertise that prepares them to succeed in the position. You might ask them, "What were you hired to do in your last three jobs?"

- 1
- 2
- 3
- 4
- 5

N/A

Comments

Skills (Technical)

For example: The candidate has the necessary technical skills to perform the job successfully. You might ask them, "What were the key competencies of your last two jobs?"

- 1
- 2
- 3
- 5

N/A

Comments



Verbal Communication

The candidate's communication skills were strong and clear.

1

2

3

4

5

N/A

Comments

Candidate Enthusiasm

The candidate showed interest in the position and the company, asking insightful questions.

1

2

3

4

5

N/A

Comments

Knowledge of Our Company

For example: The candidate has the necessary technical skills to perform the job successfully. You might ask them, "What were the key competencies of your last two jobs?"

1

2

3

4

5

N/A

Comments

Valuing Customers

The candidate seemed to have a high level of customer service skills and abilities, and an awareness of the needs of our customers.

1

2

3

4

5

N/A

Comments



Moving to Action

The candidate demonstrated a high degree of initiative and self-motivation. You might ask them, "What accomplishments are you most proud of?"

1

2

3

4

5

N/A

Comments

Working Collaboratively

The candidate demonstrated and gave examples of having good team-building and interpersonal skills.

1

2

3

4

5

N/A

Comments

Planning and Organizing Their Own Work

The candidate exhibited the ability to plan their work, manage it successfully, and adapt when necessary.

1

2

3

4

5

N/A

Comments

Planning and Organizing Projects

The candidate exhibited the ability to plan, organize, and manage projects or multistep work.

1

2

3

4

5

N/A

Comments



Overall Impression and Recommendation
Please provide any final comments and your recommendations for proceeding with the candidate.

