CANDIDATE EVALUATION FORM

Name of Applicant_____

Position_____

Department _____

Answer the following questions as they pertain to the requirements of the job:

Education

[ ] excellent
[ ] meets job requirements
[ ] does not meet job requirements
[ ] not applicable for this position

Comments_____

_____

Relevant Job Experience

[ ] excellent
[ ] meets job requirements
[ ] does not meet job requirements
[ ] not applicable for this position

Comments_____

_____

Supervisory Experience

[ ] excellent
[ ] meets job requirements
[ ] does not meet job requirements
[ ] not applicable for this position

Comments_____

_____

Technical Skills

[ ] excellent
[ ] meets job requirements
[ ] does not meet job requirements
[ ] not applicable for this position

Comments_____
_____

Interpersonal Skills

[ ] excellent
[ ] meets job requirements
[ ] does not meet job requirements
[ ] not applicable for this position

Comments_____
_____

Motivation

[ ] excellent
[ ] meets job requirements
[ ] does not meet job requirements
[ ] not applicable for this position

Comments_____
_____

Strengths

Comments_____
_____

Weaknesses

Comments_____
_____

Overall Ranking

[ ] excellent
[ ] meets job requirements
[ ] does not meet job requirements
[ ] not applicable for this position

Comments_____
_____

Salary Expectations:_____

Date Candidate Available to Begin Work _____

Interviewer_____

Date of Interview_____