

Applicant Interview Evaluation Sheet

Instructions: Please evaluate the candidate on a scale of 1 to 5 (1 = Unsatisfactory, 5 = Outstanding) for each category. Use the comments section to provide specific examples or notes.

Candidate & Interview Information

Candidate Name:	<input type="text"/>	Date of Interview:	<input type="text"/>
Position Applied For:	<input type="text"/>	Interviewer Name:	<input type="text"/>
Department:	<input type="text"/>	Requisition Number:	<input type="text"/>

Evaluation Criteria

Category	Rating (1 - 5)	Comments / Observations
Job Experience & Knowledge Relevant background, skills, and technical expertise.	<input type="text"/>	<input type="text"/>
Communication Skills Clarity, listening skills, and ability to express ideas.	<input type="text"/>	<input type="text"/>
Problem Solving & Analytical Skills Approach to challenges, critical thinking, and logical reasoning.	<input type="text"/>	<input type="text"/>
Cultural Fit & Teamwork Alignment with organizational values and collaboration style.	<input type="text"/>	<input type="text"/>
Motivation & Interest Enthusiasm for the role and understanding of the company.	<input type="text"/>	<input type="text"/>

Overall Recommendation

Total Average Score:	<input type="text"/>
Recommendation (Hire / Do Not Hire / Hold):	<input type="text"/>
Overall Comments & Next Steps:	<input type="text"/>

Signatures

Interviewer Signature:	Date:
<input type="text"/>	<input type="text"/>