

# Candidate Evaluation Form

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\*Based on the interview, please evaluate the candidate's qualifications for the position listed above. In each section, space is provided to write additional job specific comments. If one of the questions does not apply to the position, write N/A in the comment section.

Position:		Interviewer Name:	
Candidate Name:		Interview Date:	

	EXCEEDS REQUIREMENTS	MEETS REQUIREMENTS	NEEDS TRAINING	DOESN'T MEET REQUIREMENTS	COMMENTS
The candidate has the necessary education and/or training required for the position.					
The candidate has prior work experience that is related to the position.					
The candidate demonstrated to your satisfaction that he/she had the necessary technical skills to perform the job successfully.					
The candidate demonstrated to your satisfaction that he/she had the necessary experience in supervising others to perform the job successfully.					
The candidate demonstrated to your satisfaction that he/she had the necessary leadership skills to perform the job successfully.					
The candidate articulated ideas clearly both written and orally.					
The candidate demonstrated the ability to work well in a team.					
The candidate demonstrated the ability to manage time independently and work efficiently.					
The candidate demonstrated the ability to be customer-focused.					
The candidate demonstrated the ability to design innovative solutions and solve problems.					

	HIGHLY RECOMMEND	RECOMMEND	NEED CLARIFICATION OF QUALIFICATIONS	DOES NOT MEET REQUIREMENTS	COMMENTS
<b>OVERALL RECOMMENDATION</b>					