



HIRE FOR FIT

INTERVIEW SCORECARD TEMPLATE

Your hiring process should accomplish three goals: to qualify the candidate, to educate the candidate, and to assess their organizational fit. Interview scorecards are essential to preventing implicit bias and to hiring the most qualified talent for your organization. By using this interview scorecard template, structure will be added to the interview process to hone in on the skills required to be successful in the role and the company. By linking clearly defined hiring objectives and experience to the company's strategic business goals, the Interview Scorecard can serve as a way of focusing the true job fit and support the company's goals.

ooy
AGENCY

CANDIDATE EVALUATION FORM

DATE _____ NAME OF CANDIDATE _____

POSITION INTERVIEWED FOR _____

INTERVIEWER(S) _____

SCORE

COMMENTS

<p>1 Work Experience Does the candidate have the skills required for this position?</p>	<input type="text"/>	<input type="text"/>
<p>2 Education Does the candidate have the education or training required?</p>	<input type="text"/>	<input type="text"/>
<p>3 Technical Skills Does the candidate have the required technical skills?</p>	<input type="text"/>	<input type="text"/>
<p>4 Problem Solving Abilities Has the candidate demonstrated critical problem solving skills?</p>	<input type="text"/>	<input type="text"/>
<p>5 Personality Fit For Role Does the candidate have the right personality for the role?</p>	<input type="text"/>	<input type="text"/>
<p>6 Team Building & Communication Skills Did the candidate demonstrate team building and communication skills?</p>	<input type="text"/>	<input type="text"/>
<p>7 Directional Fit For Organization Would hiring this candidate steer your organization in the right direction?</p>	<input type="text"/>	<input type="text"/>
<p>8 Directional Fit For Candidate Is this a step forward or backward in this candidate's career?</p>	<input type="text"/>	<input type="text"/>

Overall Score

What Makes The Candidate Stand Out?

SCORING SYSTEM

- 5 Excellent
- 4 Above Average
- 3 Average
- 2 Below Average
- 1 Unsatisfactory