



Staff and MPP Interview Rating Sheet

By

THE INDIVIDUAL SEARCH COMMITTEE MEMBER

Date: _____

Name of Applicant:			
Position Title:		Job #	
Department:			
Interviewer's Name:		Extension	

Rate each response on a scale of 1 – 4:

- 1 – Unsatisfactory (does not elaborate or provide response to question/absence of experience)
- 2 – Satisfactory (adequate answer)
- 3 – Well Qualified (clear, concise, all points made)
- 4 – Outstanding (in depth details and responses, demonstrating subject matter expertise)

Please check one box per question

1.				
Rating Scale	1-Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please check one box per question

8.				
Rating Scale	1 –Passable	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please check one box per question

13.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

14.				
Rating Scale	1 –Unsatisfactory	2-Satisfactory	3-Well-qualified	4-Outstanding
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please check one box per question

15. Do you have any questions for the committee?				

Overall Rating Total	
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Provide overall comments below. Consider key strengths, relevant experience, comprehension of the requirements of the position, and the ability to present ideas. If the position is an MPP, also consider supervisory experience.

Interviewer's Signature