SurveyNinja

Interview evaluation form

14 questions. About 4 min to answer.

The interview

1. Candidate's name Required

2. Position Required

3. Interviewer's name Required

4. Interview date Required

Date:

5. Interview stage Required

Choose one answer.

- ○ Screening call
- ○ First interview
- ○ Technical or skills interview
- ○ Final interview

Five criteria

6. Communication Required

Explains ideas clearly, listens and answers the question asked. Choose one answer.

- ○ Poor
- ○ Below expectations
- ○ Meets expectations
- ○ Above expectations
- ○ Excellent
- ○ Not assessed in this interview

7. Skills and experience for the role Required

The knowledge, tools and experience the position needs, shown with real examples. Choose one answer.

- ○ Poor
- ○ Below expectations
- ○ Meets expectations
- ○ Above expectations
- ○ Excellent
- ○ Not assessed in this interview

8. Problem solving Required

Breaks a problem down, explains the reasoning and reaches a workable answer. Choose one answer.

- ○ Poor
- ○ Below expectations
- ○ Meets expectations
- ○ Above expectations
- ○ Excellent
- ○ Not assessed in this interview

9. Culture add Required

What the candidate would bring to the team: new ideas, ways of working, values that match ours. Choose one answer.

- ○ Poor
- ○ Below expectations
- ○ Meets expectations
- ○ Above expectations
- ○ Excellent
- ○ Not assessed in this interview

10. Motivation for the role Required

Interest in this role and company, for reasons that match what the job offers. Choose one answer.

- ○ Poor
- ○ Below expectations
- ○ Meets expectations
- ○ Above expectations
- ○ Excellent
- ○ Not assessed in this interview

The verdict

11. What are the candidate's main strengths? Required

12. Any concerns or gaps to check in the next round?

13. **Your recommendation** Required

Choose one answer.

- ○ Strong hire
- ○ Hire
- ○ Not sure
- ○ No hire
- ○ Strong no hire

14. **Notes for the hiring team**

Next steps, questions for the next interviewer, availability or salary expectations. Keep it about the job: leave out personal details such as age, family, health or origin.

Run it online for free

Copy this template to SurveyNinja, send the link and the answers go into a ready report with charts.

surveyninja.io/templates/interview-evaluation-form

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