# Interview Assessment form

To ensure equality through your recruitment process

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| Item | Rating | Comments |
| Presentation/punctuality* On time?
* Personal presentation?
* Introduction
 |  |  |
| Communication skills* Articulate
* Confident
* Knowledgeable
* Interpersonal skills
* Addressing the key selection criteria?
 |  |  |
| Team fit* Team player?
* Collaborator?
* Selfish/in it for them?
* Values aligned?
 |  |  |
| Technical skills* At the required level? Below or above?
* Set in their ways/not open to learning?
* Can they be taught?
 |  |  |
| Overall rating* If not suitable for this role, are they suitable for the talent pool?
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**Rating Scale**

Poor, Average, Strong, Excellent Or Rate each section on a scale of 1-5