

Candidate Rating Form

Candidate: _____

Position: _____

Department: _____

Please circle the appropriate rating:

Rating Scale:

5: Exceptional	2: Less than fully qualified
4: Better than average qualifications	1: Unacceptable
3: Fully qualified	0: Not observed

Background	5	4	3	2	1	0
Attention to Detail	5	4	3	2	1	0
Cooperation	5	4	3	2	1	0
Impact	5	4	3	2	1	0
Initiative	5	4	3	2	1	0
Integrity	5	4	3	2	1	0
Interpersonal Skills	5	4	3	2	1	0
Learning Ability	5	4	3	2	1	0
Stress Tolerance	5	4	3	2	1	0
Verbal Communication	5	4	3	2	1	0

Overall Impression:

_____ Exceptional

_____ Strong

_____ Capable/Average

_____ Weak

Recommendations:

_____ Hire

_____ Reject

_____ Refer for _____ position

Signed: _____

Date: _____