



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)

Rating Scale: 1 - Unsatisfactory 2 – Satisfactory 3 – Well Qualified 4 – Outstanding **Rating:**

Rating Scale: 1 - Unsatisfactory | 2 – Satisfactory | 3 – Well Qualified | 4 – Outstanding | **Rating:**



Date: _____ Applicant's Name: _____ - Job# _____

Rating Scale: 1 - Unsatisfactory | 2 – Satisfactory | 3 – Well Qualified | 4 – Outstanding | Rating:

4.

Rating Scale: 1 - Unsatisfactory 2 – Satisfactory 3 – Well Qualified 4 – Outstanding Rating: _____

5. _____

Rating Scale: 1 Unsatisfactory 2 Satisfactory 3 Well Qualified 4 Outstanding Rating: _____

Rating Scale:	1 - Unsatisfactory	2 – Satisfactory	3 – Well Qualified	4 – Outstanding	Rating: _____
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Date: _____ **Applicant's Name:** _____ - **Job#** _____

Rating Scale: 1 - Unsatisfactory 2 – Satisfactory 3 – Well Qualified 4 – Outstanding **Rating:** _____

8.

Rating Scale: 1 - Unsatisfactory 2 – Satisfactory 3 – Well Qualified 4 – Outstanding Rating: _____

9.

Rating Scale: 1 – Unsatisfactory | 2 – Satisfactory | 3 – Well Qualified | 4 – Outstanding | Rating:

Rating Scale:	1 - Unsatisfactory	2 - Satisfactory	3 - Well Qualified	4 - Outstanding	Rating: <u>10.</u>
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Rating Scale: 1 - Unsatisfactory | 2 – Satisfactory | 3 – Well Qualified | 4 – Outstanding | Rating: _____



Date: _____ Applicant's Name: _____ - Job# _____

11.

Rating Scale: 1 - Unsatisfactory 2 – Satisfactory 3 – Well Qualified 4 – Outstanding Rating: _____

12. Do you have any questions for the committee?

Overall Rating Total

Sum all ratings and divide by the total number of questions

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: _____