



# MARRI LAXMAN REDDY INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(AN AUTONOMOUS INSTITUTION)

(Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad)

Accredited by NAAC with 'A' Grade & Recognized Under Section 2(f) & 12(B) of the UGC act, 1956

## CANDIDATE INTERVIEW EVALUATION FORM

Candidate's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name of the Department: \_\_\_\_\_

### Scoring

Candidate evaluation forms are to be completed by the interviewer to rank the candidates overall qualifications for the position. Under each heading the interviewer should give the candidate a numerical rating and write specific job related comments in the space provided. The numerical rating system is based on the following:

5 – Exceptional 4 – Above Average 3 – Average 2 – Satisfactory 1 – Unsatisfactory

**Educational Background** – Does the candidate have the appropriate educational qualifications or training for this position?

Rating: 1 2 3 4 5

Comments:

**Prior Work Experience** – Has the candidate acquired necessary skills or qualifications through past work experiences?

Rating: 1 2 3 4 5

Comments:

**Technical Qualifications/Experience** – Does the candidate have the technical skills necessary for this position?

Rating: 1 2 3 4 5

Comments:

**Leadership Ability** – Did the candidate demonstrate the leadership skills necessary for this position?

Rating: 1 2 3 4 5

Comments:

**Communication Skills** – How were the candidate's communication skills during the interview?

Rating: 1 2 3 4 5

Comments:

**Candidate Enthusiasm** – How much interest did the candidate show in the position?

Rating: 1 2 3 4 5

Comments:

**Overall Impression and Recommendation** – Final comments and recommendations for proceeding with this candidate.

Rating: 1 2 3 4 5

Comments:

**Signatures of Staff selection committee members**

S.NO	NAME AND DESIGNATION	SIGNATURE
1		
2		
3		
4		
5		
6		

**DEAN - IAP**

**PRINCIPAL**