

Job Candidate Interview Form

Date: _____

Applicant Name: _____ Position Requested: _____

Date Available: _____ Salary Requested: _____

	Excellent	Good	Fair	Poor	Notes
Work Experience					
Applicable Skills					
Appearance					
Attitude					
Education					
Enthusiasm					

Why are you considering leaving your current position?

What aspects of your past / present jobs have been most challenging?

Tell me about a professional challenge you've faced and how it was resolved:

What do you feel were your most significant accomplishments on the job?

What do you consider to be a strength of yours?

What do you consider to be your weaknesses?

Tell me why you think you would be a good fit for this position:

What are your professional goals for the next 5 years?

Comments: _____

Recommendations: _____

Second Interview _____ Overall ☐ Poor ☐ Fair ☐ Average ☐ Good ☐ Superior

☐ Interested in hiring ☐ Possible interest in hiring ☐ No interest in hiring ☐ Candidate has no interest

 Sample Words