**Additional Candidate Interview Evaluation Topics**

**Supervising Others**

Did the candidate demonstrate that they had the necessary experience in supervising or managing other employees to perform the job successfully?

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Teamwork**

Did the candidate demonstrate the ability to work well in a team and with superiors, peers, and reporting staff?

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Time Management**

Did the candidate demonstrate the ability to manage time independently and work efficiently?

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Problem Solving**

Did the candidate demonstrate the ability to design innovative solutions and solve problems?

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Skill Needed**

List an additional skill specific to the job you are filling.

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Analytical**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Communication Skills – Verbal, Written, and Listening**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Creative/Innovative**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Decision Maker/Good Judgment**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Detail Orientation**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Motivated/Self-Starter/Initiative Taker**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Operates Independently/Autonomously**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Organization/Prioritization**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Project Management**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments:

**Responsible/Reliable**

Rating: Exceptional Above Average Average Satisfactory Unsatisfactory

Comments: