

Interview Report

Applicant's Name : _____

Date : _____

Position Interviewing For : _____

Residence Phone Number : _____

Interviewer's Name and Title : _____

Rating Codes : 1 - *Unacceptable*

2 - *Acceptable*

3 - *Very Good*

4 - *Excellent*

	Rating	Comments
Appearance		
Experience/Knowledge		
Motivation/Initiative		
Work Habits/Attendance		
Communication Skills		
Overall Evaluation		

Referred for a second interview? _____ Yes _____ No

If yes, to whom? _____

Recommended for another position? _____ Yes _____ No

If yes, what position? _____

Additional Comments _____

