

Technical Interview Evaluation Form Template



Candidate Name:	Name of Interviewer:
Interviewed for Job Role:	Date/Time of Interview:

Poor OK Great

		Poor	OK	Great	
Q1	Was the candidate prepared for the interview? (Research company, dressed appropriately, arrived on time?)				Describe:
Q2	Does their experience appear to match what's needed? (Work experience, life experience or volunteer work?)				Describe:
Q3	Do they have some or all of the required credentials ? (For example, education, licenses, certifications?)				Describe:
Q4	How are their interpersonal skills? (Friendly, smiling, outgoing, kind, fun, interactive?)				Describe:
Q5	How good are their communication skills? (Written skills, i.e. resume, application, as well as verbal skills)				Describe:
Q6	How well do their technical skills match job requirements? (Specific technical tools, approaches, examples?)				Describe:
Q7	How well did they answer teamwork job related questions? (Likes working with others, good rapport?)				Describe:
Q8	How well did they answer customer service related questions? (Customer focused, good listener, problem solver?)				Describe:
Q9	Job Specific Skill 1: Appropriate hardware skills/ experience? (Experience in the specific hardware used, or similar)				Describe:
Q10	Job Specific Skill 2: Appropriate software skills/ experience? (Experienced in software, web, iOS and other tools required?)				Describe:
Q11	Job Skill 3: Skills or ability in process thinking, process flows? (Able to describe, demonstrate process experience)				Describe:
Q12	Job Skill 4: Skills in testing & review cycles, and approvals? (Able to describe, demonstrate testing & review process)				Describe:
Q13	Job Skill 5: Vendor negotiation skills and/or experience? (Able to describe, demonstrate vendor negotiations)				Describe:

Q14	Job Skill 6: Able to find answers to complex questions? (Able to describe resources, process to learn more, specific industry or websites?)				Describe:
Q15	Job Skill 7: Ability to troubleshoot, problem solve? (Able to describe problem solving examples, experience)				Describe:
Q16	Job Skill 8: Written & verbal technical communication skills. (Able to talk to and be understood by non-technical internal / external customers?)				Describe:
Q17	Job Skill 9: Would show good judgement in tough situations. (Able to describe decision making, judgement on tough calls)				Describe:
Q18	Job Skill 10: More confident than arrogant? (Does this person demonstrate enough or too much confidence?)				Describe:
Q19	How open did they appear to be when learning new things? (Willing to learn, attend training, accept feedback?)				Describe:
Q20	How interested did the candidate seem in getting the job? (In the job, the pay, the hours, the work requirements?)				Describe:

# of checkmarks for each rating, poor, ok, great (total should =10)-->				Additional notes to support your recommendation:
What was YOUR overall impression of the candidate? (circle one)	Poor	OK	Great	
Do YOU recommend we move forward with this candidate? (circle one)		No	Yes	