

INTERVIEW RATING SCALE

This is a guide to use when rating answers from candidates during the interview. The highest points possible would be “Excellent” and zero would be “Very Poor”. Score other categories accordingly, please note that you may use ½ points when scoring.

EXCELLENT:

The candidate’s qualifications on this factor are exceptional (superior) and should ensure extremely effective performance of the position.

VERY GOOD:

The candidate’s qualifications on this factor are more than adequate in all areas and should ensure effective (above average) performance on this aspect of the position.

GOOD:

The candidate’s qualifications on this factor are more than adequate in most areas and more than adequate in a few areas and should ensure effective (average) performance on this aspect of the position.

SATISFACTORY:

The candidate’s qualifications on this factor meet the minimum requirement in all areas for sufficient performance on the aspect of the position.

POOR:

The candidate’s qualifications on this factor do not meet the minimum requirement in certain areas and the candidate is likely to be inadequate in performing the duties on this aspect of the position.

VERY POOR:

The candidate’s qualifications are inadequate and insufficient to perform the duties on this aspect of the position.