|  |
| --- |
| **Interview Score Sheet**  |
|  |  |  |  |  |  |  |  |  |  |
| **[Your Company Name]** |  | **Date:** |  |  |
| [Your Company Slogan Here] |  |  | **Sheet No:** |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Company Details** |  |  |  | **Interviewer:** |  |  |
| [Contact Number] |  |  |  | **Designation:** |  |  |
| [Email-Id] |  |  |  | **Round No:** |  |  |
| [Fax Number] |  |  |  |  |  |  |  |  |
| [Website] |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Name of Candidate:** |   |
| **Position:** |   |
| **Age:** |   |
| **Education Qualification:** |   |
| **Total Experience:** |   |
|  |  |  |  |  |  |  |  |  |  |
| **S.No** | **Attribute** | **Poor** | **Average** | **Satisfactory** | **Good** | **Very Good** | **Out Standing** |
| 1 | Professional Skills |   |   |   |   |   |   |
| 2 | Relevant Experience |   |   |   |   |   |   |
| 3 | Personality |   |   |   |   |   |   |
| 4 | Communication skills |   |   |   |   |   |   |
| 5 | Functional Knowledge |   |   |   |   |   |   |
| 6 | Motivation & Leadership |   |   |   |   |   |   |
| 7 | Intelligence |   |   |   |   |   |   |
| 8 | Ability to Work Hard |   |   |   |   |   |   |
| 9 | Flexibility |   |   |   |   |   |   |
| 10 | Others |   |   |   |   |   |   |
|  **Total Score** |  |   |   |   |   |   |
|  |  |  |  |  |  |  |  |  |  |
| **Verification of Certificates:** |   |
| **Joining Date:** |   |
| **Present Remuneration:** |   |
| **Min. Remuneration Acceptable:** |   |
| **Years of Bond:** |   |
| **Overall Assessment:** |   |
| **Signature of Interviewer:** |   |