# Interview Evaluation Form

*This form is designed to systematically assess a candidate during and after the interview process. Interviewers should complete this form immediately following an interview while the interaction is still fresh in memory. Use this form to provide structured ratings and qualitative feedback on the candidate’s qualifications, communication skills, and overall suitability for the role.*

## Candidate Information

* **Candidate Name:** {candidateName}
* **Position Interviewed For:** {position}
* **Date of Interview:** {interviewDate}
* **Interviewer Name:** {interviewerName}

## Evaluation Criteria

|  |  |  |
| --- | --- | --- |
| **Criteria** | **Rating (1-5)** | **Comments** |
| {#criteria}{criterion} | {rating} | {comment}{/criteria} |

## General Feedback

**What are the candidate’s strengths?**

{strengths}

**What are the candidate’s areas for improvement?**

{weaknesses}

**Additional Comments:**

{additionalComments}

## Recommendation

{#recommendation}

* **Decision:** {decision}
* **Recommended for Next Step:** {recommendedNextStep}
* **Notes:** {recommendationNotes}

{/recommendation}

## Signature

**Interviewer Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** {interviewDate}