

## Performance Appraisal Interview Employer Evaluation

Evaluator's Name: \_\_\_\_\_

Interviewer's Name: \_\_\_\_\_ Date: \_\_\_\_\_

(scale: 1=poor; 2=fair; 3=average; 4=above average; 5=excellent)

### OPENING

How well were the first few minutes of interview handled?

1                      2                      3                      4                      5

Was applicant poised and confident?

1                      2                      3                      4                      5

### BODY

Did the applicant appear knowledgeable?

1                      2                      3                      4                      5

How effectively did the applicant communicate?

1                      2                      3                      4                      5

Did the applicant appear enthusiastic and motivated?

1                      2                      3                      4                      5

Did the applicant ask good questions?

1                      2                      3                      4                      5

### CONCLUSION

Did the applicant ask for future plans or provide closure in some other way?

1                      2                      3                      4                      5

Did the applicant provide a good overall impression?

1                      2                      3                      4                      5