

## SCORECARD Job Interview

Items Evaluated	Possible Points	Prospective Employee Number		
		1	2	3
<b>Handshake, Eye contact</b>	<b>10</b>			
<b>Greeting and Introduction</b>	<b>10</b>			
<b>Appearance/Posture/Grooming</b>	<b>5</b>			
<b>Clothing Penalty</b>	<b>0 to -10</b>			
<b>Completeness and Clarity of Resume</b>	<b>10</b>			
<b>Maturity: Answers Questions Fully without Rambling</b>	<b>20</b>			
<b>Presentation: Self-Confidence and Persuasiveness</b>	<b>15</b>			
<b>Preparation: Knowledge of Position Applied for and his own Personal History</b>	<b>10</b>			
<b>Personal Salesmanship of Integrity, Work Ethic, and fit for Your Team</b>	<b>15</b>			
<b>Best (+5), 2nd Best (+3), or 3rd Best (+1) applicants interviewed today</b>	<b>5</b>			
<b>Total Possible Points</b>	<b>100</b>			

**NOTES:**

Prospective Employee Number 1:

Prospective Employee Number 2.:

Prospective Employee Number 3: