Carnegie Mellon

The Career Center
Interview Evaluation Form

Miscellaneous Interview Schedule

Date		**Organization**	
Position		**Interviewer**	

Instructions: Please complete the rating categories for each student as well as any suggestions and/or comments. The information you provide will be kept confidential: only general feedback on interview techniques is given to the student. Please return the bottom sheet to the recruiting reception area at the end of each day; feel free to keep the top sheet for yourself.

Rating Scale 5 - Excellent 4 - Good 3 - Average 2 - Below Average 1 - Unsatisfactory		Verbal Communication Skills	Non-Verbal Communication Skills	Preparation for Interview	Poise and Presentation During the Interview	Clarity of Career Focus	Overall Reaction to Interview Skills	Match for Position		Will Consider Further	
Time Slot	Student Name							Y	N	Y	N
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											
Comments/Suggestions:											