|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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:** | | | | |  | | | | | | | | | | |