**Candidate Name …………………………………………………………………………………..**

**Interview date …………………………………………………………………………………..**

**Interviewers …………………………………………………………………………………..**

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| **Competency Scoring** |
| **5** | Exceptionally strong |
| **4** | Strong |
| **3** | Average |
| **2** | Below average |
| **1** | Weak |

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| **Total Candidate Score** |
| Total: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Out of: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

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| **Relevant Education/Technical training/Qualifications** |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Previous experience relevant to the role** |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Leadership** |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Customer orientation** |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Technical skills / experience (specific to the role in question … e.g. selling, social media, book keeping etc.)**  |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Enthusiasm and preparation for the role** |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Communication and influencing** |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Teamwork and problem solving** |
| * [Enter your detailed competencies here]
 | **1 2 3 4 5** | **Total**\_\_\_\_\_\_ |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |
|  | **1 2 3 4 5** |

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| **Other notes** |