



OHIO
UNIVERSITY

Employment Interviewer Evaluation

Candidate Name: _____ For Position of: _____

Interviewer Name: _____ Date: _____

	Excellent	Above Average	Below Average	Positive/Negative Comments:
Key Competencies: Confidentiality				
Benefits Law				
Plan Management Exp/ability to be proactive/take charge				
Public Sector Benefits Experience				
Flex Plans				
Key Aptitudes: Confidence/Poise				
Initiative/Determination				
Interpersonal Skill & Communications				
Leadership				
Motivation				
Mental Ability/Intellect				
Integrity				

IMPORTANT DATA:

Reason for job change:

Is candidate willing and able to relocate? ____ Yes ____ No

(If No, why?) _____

Availability (when) _____

Does candidate have other offers? _____

Current Salary: _____

Effective when: _____

Salary expectations: _____

Overall Rating: (Compare this candidate with all those you have interviewed for this opening to date) CIRCLE ONE

10	9	8	7	6	5	4	3	2	1
Excellent	Above Average		Average		Below Average		Negative		

SUMMARY OF ASSETS

SUMMARY OF LIABILITIES

--	--

COMMENTS

Do you recommend further follow-up? ____ Yes ____ No

Do you recommend an offer? ____ Yes ____ No