

**CANDIDATE:**

**JOB:**

**GROUP:**

**EVALUATION:** Evaluate these points from 0 to 2

1. **Motivation:** Take the opportunity to ask questions of your interviewer. This will convey enthusiasm and motivation, a thirst for knowledge coupled with a desire to get things done.
2. **Energy and Drive:** Someone who is prepared to put in the extra effort required to get the job done.
3. **Confidence:** Display a confidence and poise in your interactions with individuals at all levels in the organization.
4. **Determination:** Not to be confused with stubbornness. Convey a desire to conquer problems despite difficult situations.
5. **Attitude:** Someone who is open and friendly but professional always, a team player.
6. **Reliable:** Self-motivated with an ability to work independently with a minimum of supervision.
7. **Honesty and Integrity:** Each company has it's own code of conduct. Display an ethical responsibility for all actions undertaken by you both positive and negative.
8. **Listening Skills:** Be an active listener. Take time to listen, assimilate the information and respond.
9. **Analytical Skills:** Ever more important, weigh up each problem and find a balanced solution.
10. **Dedication:** Display pride in your work and the dedication to see each task through to completion in a timely manner.

|                       | 0 | 1 | 2 |
|-----------------------|---|---|---|
| motivation            |   |   |   |
| energy and drive      |   |   |   |
| confidence            |   |   |   |
| determination         |   |   |   |
| attitude              |   |   |   |
| reliable              |   |   |   |
| honesty and integrity |   |   |   |
| listening skills      |   |   |   |
| analytical skills     |   |   |   |
| dedication            |   |   |   |

COMMENTS: .....

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