Employment Evaluation Form

Candidate’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Questions** | **Situation** | **Task** | **Action** | **Reaction** |
|  | OUTSTANDING  (A) | ABOVE  AVERAGE  (B) | SATISFACTORY  ACCEPTABLE  (C) | NOT  ACCEPTABLE  (D) |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
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| --- | --- | --- |
| **CHARACTERISTICS** | | |
|  |  |  | OUTSTANDING  (A) | ABOVE  AVERAGE  (B) | SATISFACTORY  ACCEPTABLE  (C) | NOT  ACCEPTABLE  (D) |
| A. | APPEARANCE  Grooming  Posture  Dress  Manners  Neatness | |  |  |  |  |
| B. | PREPARATION FOR INTERVIEW  Knowledge of Company  Knowledge of Positions Open  Asked Pertinent Questions | |  |  |  |  |

