

DEPAUL UNIVERSITY INTERVIEW FEEDBACK FORM



Please return this form to Talent Acquisition in Human Resources.
If you have any questions, please contact: staffing@depaul.edu or call 312-362-6855.

Applicant Name: _____ Interviewer Name: _____

Position: _____ Interview Date: _____

Scoring Guide

Excellent (5):	Candidate exceeds the job requirements and can implement new strategies in this area at DePaul.
Standard (3):	Candidate meets the job requirements and will be able to complete the duties successfully.
Unsatisfactory (1):	Candidate does not meet the job requirements and needs development in this area.

5 - Excellent 4 - Above Average 3 - Standard 2 - Below Average 1 - Unsatisfactory

Technical Knowledge & Skills: Possesses knowledge and skills necessary to perform the job efficiently and effectively. Actively keeps up to date in knowledge areas relevant to the job and is proficient in implementing those new strategies.

Rating: 5 4 3 2 1

Reason: Please provide examples to support your score given above (*required*):

Analytical Thinking Skills: Collects relevant information to identify the root cause of problem and break it down into smaller components to analyze the opportunities and risks associated. Makes logical deductions to find solutions.

Rating: 5 4 3 2 1

Reason: Please provide examples to support your score given above (*required*):

Communication & Teamwork Skills: Articulates organized facts and ideas in oral and written form. Builds effective relationships by treating others with respect and eliciting feedback from constituents in a pleasant manner.

Rating: 5 4 3 2 1

Reason: Please provide examples to support your score given above (*required*):

Please complete the other side.

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Please complete both sides of this form.

Motivation & Initiative: Looks for opportunities to take on more responsibility and has an intrinsic drive to solve problems. Creates or updates processes in their area to increase efficiency with high project follow-through.

Rating: 5 4 3 2 1

Reason: Please provide examples to support your score given above (*required*):

Mission & Diversity: Demonstrates an understanding and appreciation for DePaul's Catholic, Vincentian, and inclusive community. Supports DePaul's diversity efforts by fostering the exchange of different ideas to enrich the institution.

Rating: 5 4 3 2 1

Reason: Please provide examples to support your score given above (*required*):

Final Recommendation: May be based upon the above scores, relevant job experience, professionalism, enthusiasm towards the department and role, as well as the overall knowledge of DePaul University as shown during the interview.

Potentially Hire in this Role **Do Not Hire in this Role**

Reason: Please comment on your reason for the recommendation given above (*required*):

Would you like HR to consider this candidate if there is an opening in the future? Yes No

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