



INTERVIEW REPORT FORM

Applicant's name: _____

Candidate for (job title): _____

Was the candidate prepared for the interview? _____

Is the candidate's subject matter background suited to the position? _____

Did the candidate give complete, satisfactory answers to questions? _____

Comments: _____

- 1. It is my opinion that this candidate is:
 - suited for this job.
 - not suited for this job.

- 2. It is my opinion that we should:
 - make this candidate an offer.
 - not make this candidate an offer.

- 3. I recommend that we should:
 - interview other candidates for this position.
 - not interview other candidates for this position.

Signature: _____ Date: _____

For interviews conducted in the Director's Office and the Deputy Chancellor/Dean's Office, please forward to the COALS/ AgriLife Human Resources, who in turn will forward to the appropriate unit head. For all other interviews, please forward to the appropriate unit head in an administratively confidential manner.