

Interview Rating Form

Grooming/Personal Appearance
 Looks Neat and Clean
 Clothes Suitable for Interview

Rating	Comment

Body Language
 Stands or Sits Up Straight
 Makes Eye Contact
 Smiles Often
 Uses Appropriate Gestures
 Shows Enthusiasm
 Listens Carefully

Rating	Comment

Verbal Behavior
 Opens Interview Properly
 Makes Positive Self-Statements
 Answers Questions Directly
 Speaks Clearly
 Expresses Interest in the Job
 Asks Good Questions
 Closes Interview Properly

Rating	Comment

Instruction for Completion
 Use the following code when rating the student on their interviewing skills
 Y = Yes
 N = Needs Improvement
 NA = Not Applicable