

Interview Report

(For 0000, 1000, 2000, 3000 Bands)

**North Dakota
State University**

The evaluative comments provided below should be limited to observations that are *clearly job related*. Factors that are not job related should not be part of the selection process. Please complete in pen or fill out on-line and print.

Candidate's name:

Applying for position of:

Department:

Part A: EVALUATION OF APPLICANT'S POTENTIAL TO PERFORM JOB RESPONSIBILITIES

List below the *advertised qualifications to be assessed during interview* and include one copy of the interview questions with the Interview Reports and the other materials that accompany the Hiring Form 100/102 or the Change Form 101.

	Please indicate your evaluation:				
	Low				High
1.	0	1	2	3	4
2.	0	1	2	3	4
3.	0	1	2	3	4
4.	0	1	2	3	4
5.	0	1	2	3	4
6.	0	1	2	3	4

[Attach a sheet with other qualifications if there are not enough lines provided above.]

Summary of STRENGTHS:

Summary of WEAKNESSES:

Part B: RECOMMENDATION:

Search Committee or interviewers (please check one):

Not Acceptable

Marginal

Acceptable

Reasons for recommendation:

Completed by:

Signature of Interviewer

Date:

Part C: DECISION:

Unit Administrator (please check one):

Not Selected

Selected

Reasons for decision:

Completed by:

Signature of Administrator

Date:

This document is an open record.