[Insert organisation name/logo]

# INDIVIDUAL APPLICANT RATING FORM

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Position name** | |  | | | |
| **Position details** | | [Insert position details for example, full time, 38 hrs. per week for 2.5 years.] | | | |
| **Applicant’s name** | |  | | | |
| **Date** | |  | | **Time** |  |
| **Selection panel** | | | | | |
| **No** | **Name** | | **Position** | | **Organisation** |
| **1** |  | |  | |  |
| **2** |  | |  | |  |
| **3** |  | |  | |  |

|  |  |  |
| --- | --- | --- |
| **Interview questions** | | **Rating (please score from the following options: strong – moderate – poor)** |
| **Q1** |  |  |
| **Q2** |  |  |
| **Q3** |  |  |
| **Q4** |  |  |
| **Q5** |  |  |
| **Q6** |  |  |
| **Q7** |  |  |

|  |  |
| --- | --- |
| **Other considerations** | **Rating (please score from the following options: strong – moderate – poor)** |
| Communications skills |  |
| Team work/ participation |  |
| **[insert other consideration]** |  |
| Other Comments | |
|  | |