

The Chairperson of the board must ensure that one copy of this form should be completed for each candidate interviewed as part of the evaluation of the interviewees. This form should reflect the views of the Board of Assessors and an Agreed Panel Mark.

### INTERVIEW ASSESSMENT SUMMARY FORM – RESEARCH POSTS

School / Centre: \_\_\_\_\_

Post Title: \_\_\_\_\_ Candidate: \_\_\_\_\_

Ref No.: \_\_\_\_\_ Date: \_\_\_\_\_

	MARKS	WEIGHTING	WEIGHTED SCORE	Constructive Comments for Feedback Appropriate comments should be recorded here
1. Education & Qualifications				
2. Relevant Experience & Training etc.				
3. Presentation				
4. Intellectual Ability				
5. Interests				
6. Disposition/Stability etc.				
7. Motivation				
8. Special Factors				
<b>TOTAL</b>				

**MARKING SCALE:** 0 – 2 Very Poor, 3 – 4 Poor, 5 – 6 Average, 7 – 8 Good, 9 – 10 Very Good  
**Weighting:** 3 – very important, 2 – important, 1 – less important, 0 – not used  
 (Multiply marks x weighting = weighted score)

**Agreed Panel Mark:** \_\_\_\_\_

**Signatures of Members of Board of Assessors:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature of Chairperson:** \_\_\_\_\_

**Date:** \_\_\_\_\_