

PANEL INTERVIEW ASSESSMENT

**U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS**

Applicant's Name: _____

Date: _____

Position Applying For: _____

The Human Resource representative from the interview panel will complete this form for each applicant based on the ratings provided by all panel members. Record each panel member's individual job-specific and correctional work KSAO ratings from the "Panel Interview Individual Rating Form" in the corresponding rater column. Indicate overall assessment in the last column.

U = Unacceptable	A = Acceptable				E = Excellent				N/R = Not Rated									
KSAO	RATER #1				RATER #2				RATER #3				RATER #4				OVERALL	
JOB-SPECIFIC KSAOs (non-correctional officer only)	U	A	E	N/R	U	A	E	N/R	U	A	E	N/R	U	A	E	N/R	U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CORRECTIONAL WORK KSAOs:																		
1. Ability to work independently with a minimum of supervision	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
2. Ability to pay attention to detail	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
3. Ability to use time and resources effectively to meet deadlines	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
4. Ability to reason soundly and think out practical solutions to problems	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
5. Ability to act quickly and decisively under pressure while adhering to emergency instructions	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
6. Ability to function effectively and make decisions independently and objectively under trying circumstances	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
7. Ability to enforce rules and regulations and make decisions in a fair and impartial manner	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
8. Ability to effectively communicate with others in a tactful and diplomatic manner	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
9. Ability to establish and maintain good working relationships with individuals of differing backgrounds, races, ages, religions, sexes, cultures, and behavioral patterns	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
10. Ability to effectively utilize data in writing concise, clear and understandable reports	U	A	E		U	A	E		U	A	E		U	A	E		U	A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

Rater #1: _____
Name _____ Position Title _____

Rater #2: _____
Name _____ Position Title _____

Rater #3: _____
Name _____ Position Title _____

Rater #4: _____
Name _____ Position Title _____

Name of Person Completing this form: _____ Signature: _____