

# HR Interview Evaluation Form Sample with Scoring

This **HR interview evaluation form** sample with scoring provides a structured and efficient way to assess candidates objectively. It includes clear criteria and a scoring system to ensure consistent and fair hiring decisions. Using this form helps streamline the interview process and improve recruitment quality.

## Candidate Information

Name:		Position Applied:	
Date:		Interviewer:	

## Evaluation Criteria

Criteria	Description	Weight	Score (1-5)	Total (Weight x Score)
Communication Skills	Clarity, articulation, listening, and presentation	20%		
Relevant Experience	Background aligned with job requirements	20%		
Technical/Job Knowledge	Expertise and understanding of required skills	20%		
Problem Solving	Ability to analyze and resolve issues	15%		
Teamwork & Collaboration	Ability to work with others and be a team player	10%		
Motivation & Attitude	Initiative, eagerness, and cultural fit	10%		
Adaptability	Flexibility and response to feedback/change	5%		
<b>Grand Total</b>				

## Comments

## Overall Recommendation

<input type="checkbox"/> Strongly Recommend	<input type="checkbox"/> Recommend	<input type="checkbox"/> Neutral	<input type="checkbox"/> Do Not Recommend
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**Scoring Guide:** 5 = Excellent, 4 = Good, 3 = Average, 2 = Below Average, 1 = Poor