

HR Interview Attendance Form Example Download

Download our **HR interview attendance form** example to efficiently track candidate participation during recruitment. This template ensures organized record-keeping and smooth interview management. Access and customize it easily to fit your hiring process needs.

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Preview of the HR Interview Attendance Form

Date	Candidate Name	Position Applied	Interview Time	Interviewer Name(s)	Attendance Status	Remarks	Signature
2024-07-10	Jane Smith	Marketing Manager	10:00 AM	John Doe	Present	N/A	
2024-07-10	Paul Brown	Software Engineer	10:30 AM	Anna Lee	Absent	Rescheduled	

For a fully editable version, [click here to download the template \(.docx\)](#).