

Sales Job Interview Assessment Form

This **sales job interview assessment form** sample evaluates key competencies such as communication, negotiation, and customer relationship skills. It is designed to streamline candidate selection by providing structured insight into their sales abilities. Using this form ensures an objective and effective hiring process.

Candidate Information

Name		Date	
Position Applied		Interviewer(s)	

Competency Assessment

Competency	Description	Rating (1-5)	Comments
Communication Skills	Clearly articulates ideas, listens actively, and adjusts communication style for the audience.		
Negotiation Ability	Effectively negotiates deals, strives for win-win agreements, and remains persistent without being aggressive.		
Customer Relationship Management	Builds strong relationships, follows up proactively, and demonstrates understanding of client needs.		
Sales Drive	Demonstrates motivation, resilience, and a clear focus on meeting goals and targets.		
Product Knowledge	Understands product features, benefits, and applications; confidently explains value proposition.		
Team Collaboration	Works well with others, contributes to team objectives, and shares knowledge.		

Overall Evaluation

Strengths	
Areas for Development	
Recommended for Hire?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Consider for Other Role
Additional Comments	

Interviewer Signature: _____