

# Structured Recruitment Interview Form Sample Template

This **structured recruitment interview form** sample template provides a clear and organized format to evaluate candidates effectively. It ensures consistency and fairness by standardizing questions and scoring criteria across all interviews. Using this template helps streamline the hiring process and improve decision-making accuracy.

Candidate Information			
Name:		Position Applied For:	
Email:		Interview Date:	
Interviewer(s):			

Interview Question	Scoring (1 = Poor, 5 = Excellent)					Notes & Comments
	1	2	3	4	5	
1. Tell me about yourself and your experience relevant to the role.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
2. Describe a challenge you faced at work and how you handled it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
3. How do you prioritize and manage your workload?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
4. Why do you want to work for our company?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
5. Any questions or concerns from the candidate?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>

Overall Evaluation			
Strengths:	<input type="text"/>		
Areas for Improvement:	<input type="text"/>		
Recommendation:	<div><input type="radio"/> Strong Hire</div> <div><input type="radio"/> Hire</div> <div><input type="radio"/> Neutral</div> <div><input type="radio"/> No Hire</div>	Overall Score:	<input type="text"/>

Use this document to ensure interviews follow a structured and standardized assessment process for all candidates.