Model Telephone Evaluation Form
Candidate's Name_____

Date of Interview_____

Position Interviewed for_____

1. Candidate's Strengths:

3. Candidate's Weaknesses:

4. Describe your level of satisfaction with candidate's responses to questions asked? Which questions, if any were left unanswered?

5. Does the candidate appear to be able to perform the job?

6. Does the candidate have experience working with diverse student populations, or did they indicate an interest in doing so?

7. What reservations, if any, do you have about the candidate's ability to succeed at Adams State?

7. Other comments:

8. What do you rank this candidate in relation to the other candidates who have been interviewed?

Name of Individual Completing Form_____

Date

(Comments by committee members are a matter of opinion)

VI. Possible Reasons for Disqualifying Candidates

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- Communication skills did not meet expectations.
- Degree requirements are not complete.
- The candidate has insufficient experience for the position.
- The candidate did not respond to questions.
- The candidate did not address diversity in their comments.
- The candidate exhibited undesirable or unacceptable behavior or comments.
- Based on candidate's responses, candidate was deficient in the following area(s):
- Salary is unacceptable to candidate.
- The candidate withdrew from consideration.