**Candidate Evaluation Form**

**Name of Candidate:** *(insert candidate name)* **Position:** *(insert position title)*

**Rank the candidate based on the qualifications and competencies outlined in the job description as demonstrated during their interview:**

Level 1: Level 2: Level 3: Level 4: Level 5:  
Poor Below Average Average Above Average Excellent

|  |  |
| --- | --- |
| **Qualifications & Competences** | **Ranking** |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| *(insert position specific qualifications and competencies)* |  |
| **Commitment to diversity, equity, inclusion, & belonging** |  |
| **Total** |  |

**Strengths of Candidate:**

**Areas of Concern:**

**Additional Comments:**

**Hiring Recommendation:**

I recommend the candidate for this position with no reservations.

I recommend the candidate for this position with some reservations (outlined above).

I do not recommend the candidate for this position.