

# Interview Rating Form

## Grooming/Personal Appearance

- Looks Neat and Clean
- Clothes Suitable for Interview

Rating	Comment

## Body Language

- Stands or Sits Up Straight
- Makes Eye Contact
- Smiles Often
- Uses Appropriate Gestures
- Shows Enthusiasm
- Listens Carefully

Rating	Comment

## Verbal Behavior

- Opens Interview Properly
- Makes Positive Self-Statements
- Answers Questions Directly
- Speaks Clearly
- Expresses Interest in the Job
- Asks Good Questions
- Closes Interview Properly

Rating	Comment

### Instruction for Completion

Use the following code when rating the student on their interviewing skills

Y = Yes

N = Needs Improvement

NA = Not Applicable