



2017 Senior Interview Contest

Final Round

Category	Poor	Fair	Average	Good	Excellent	Score	Comments
	0 1 2	3 4	5 6	7 8	9 10		
Appearance	Applicant is wearing jeans or attire inappropriate for an interview.	Applicant's appearance is untidy, unpolished, and unprepared for an interview.	Applicant attempts professional dress, but lacks polish.	Applicant is dressed professionally.	Applicant is dressed professionally, well-groomed, neat and polished: ready for an interview.	X 1 =	
Introduction & Greeting	Applicant does not introduce him/herself before the interview.	Applicant introduces him/herself, but makes no eye contact and displays little or no confidence.	Applicant introduces him/herself, but struggles with eye contact and confidence.	Applicant presents him/herself well before their interview.	Applicant introduces him/herself with confidence, a solid handshake, and eye contact.	X 1 =	
Interviewing Skills	Interview is brief because the applicant does not answer questions with detail or engage in a conversation.	Applicant answers most questions well, but displays signs of self-consciousness or nervousness in his or her nonverbal communication.	Applicant answers questions and relates to the evaluator well.	Applicant shows confidence and personality during the interview. Answers questions well.	Applicant remains confident, poised, personable; relates well to evaluator and answers questions clearly and effectively for the duration of the interview.	X 3 =	
Professionalism	Applicant's responses are unprofessional, using poor grammar and an unprofessional tone.	Applicant responds to all questions, however he/she mumbles, does not speak clearly.	Applicant responded adequately to all questions, however uses informal narrative and slang, lacking a professional tone.	Applicant gave appropriate and relevant responses to questions. Applicant speaks clearly and attempts a professional tone.	Applicant responses to questions were appropriate and relevant to the position. Applicant speaks clearly using proper grammar and a professional tone.	X 1 =	

						Score:	
Category	Poor 0 1 2	Fair 3 4	Average 5 6	Good 7 8	Excellent 9 10	Score	Comments
Cover Letter	Cover Letter is missing, or does not address the position. The paperwork is crumpled, dirty, or contains teacher corrections.	Cover Letter is complete, and addresses the position. There are several grammatical and/or spelling errors.	Cover Letter is complete and appropriate. There are a few grammatical or spelling errors. It is neat with a consistent format	Cover Letter is complete and well written. There are no grammatical or spelling errors. It is formatted nicely.	Cover Letter is professional and well written. There are no grammatical or spelling errors, and does a good job of addressing the position.	X 1 =	
Resume	Resume reflects a lack of effort and is unprofessional or is missing. The paperwork is crumpled, dirty, or contains teacher corrections or is otherwise unacceptable.	Resume includes a relevant objective but lacks polish. There are several grammatical or spelling errors.	Resume includes a relevant objective and appears complete, but could be more professional. There are a few grammatical or spelling errors. Paperwork is neat.	Resume includes a relevant objective, looks complete and professional. There are no grammatical or spelling errors. Paperwork is neat.	Resume has an attractive layout, includes a relevant objective, looks complete and professional. There are no grammatical or spelling errors. Paperwork is neat.	X 3 =	
General Comments for Growth and Improvement:						Score:	
						Score, page 1:	
						Combined Total:	