INTERVIEW REPORT APPLICATION - ENGINEERING VACANCY

## 1. General information

Name of candidate:

Date interview:

Function:

Name interlocutor(s):

Type of interview: ☐ First interview ☐ Second interview ☐ Technical interview ☐ Salary proposal

Conversation format: ☐ Physical ☐ Videocall ☐ Telephone

## 2. Education and work experience

Is the level of education appropriate for the job? ☐ Yes ☐ No ☐ Partially

Notes:

Is the work experience relevant to the position? ☐ Yes ☐ No ☐ Partially

Notes:

## 3. Technical competences

Command of relevant tools/technologies (such as CAD, Matlab, PLC, etc.): ☐ Excellent ☐ Good ☐ Satisfactory ☐ Unsatisfactory

Notes:

Problem-solving ability/analytical thinking: ☐ Excellent ☐ Good ☐ Sufficient ☐ Unsatisfactory

Notes:

Project experience / case studies discussed? ☐ Yes ☐ No

Key points:

## 4. Personal impression & soft skills

Communication skills: ☐ Strong ☐ Sufficient ☐ Moderate

Team cooperation: ☐ Strong ☐ Sufficient ☐ Moderate

Fit within team and culture (fit)? ☐ Yes ☐ Doubtful ☐ No

Notes:

Motivation for the role and the company: ☐ High ☐ Medium ☐ Low

Notes:

## 5. Salary indication candidate

Said salary indication (gross per month or per hour):

Is this within budget/appropriate for the job? ☐ Yes ☐ No ☐ Doubtful

Notes:

## 6. Other comments or particularities

## 7. Advice and next step

General impression: ☐ Very suitable ☐ Suitable ☐ Doubtful ☐ Unsuitable

Follow-up action: ☐ Invite for follow-up interview ☐ Reference check ☐ Reject ☐ Other: \_\_\_\_\_\_\_\_\_\_\_\_

Comments/motivation of opinion:

Name of reviewer:

Date completed report: