



520 ADVANCED INTERVIEW SKILLS

CONTESTANT NUMBER _____

RATING SHEET – COMPLETE ONE PER CONTESTANT

SCORE

Judge 1 (100 points) _____

Judge 2 (100 points) _____

Judge 3 (100 points) _____

Total Judges' Points _____

Divided by # of Judges _____

AVERAGE PRESENTATION SCORE _____ (100 maximum)

TECHNICAL SCORE

Judge 1 (300 points) _____

Judge 2 (300 points) _____

Judge 3 (300 points) _____

Total Judges' Points _____

Divided by # of Judges _____

AVERAGE TECHNICAL SCORE _____ (300 maximum)

TOTAL SCORE _____ (400 maximum)

RANK

(520) Advanced Interview Skills

Presentation Scoring Rubric

Evaluation Criteria	Below Expectations 0-10 points	Meets Expectations 11-20 points	Above Expectations 21-30	Points Awarded
First Impressions	Poor introduction; lacked positive first impression.	Adequate introduction; made a somewhat positive first impression.	Strong introduction; made a very positive first impression.	/30
Evaluation Criteria	Below Expectations 0-7 points	Meets Expectations 8-14 points	Above Expectations 15-20 points	Points Awarded
Applicant's Appearance	Not neat or well-groomed; inappropriate attire.	Somewhat neat and well-groomed; acceptable attire.	Neat, well-groomed, and appropriately attired.	/20
Evaluation Criteria	Below Expectations 0-10 points	Meets Expectations 11-20 points	Above Expectations 21-30	Points Awarded
Personality and Poise	Negative or insincere demeanor; poor posture and eye contact.	Generally positive and courteous; acceptable posture and eye contact.	Positive, courteous, sincere, confident; good posture and eye contact.	/30
Communication Skills	Poor grammar and pronunciation; unpleasant voice and tone.	Acceptable grammar and pronunciation; generally pleasant voice and tone.	Proper grammar and pronunciation; pleasant voice and tone.	/30
Skills & Qualifications	Lacking required job skills, work habits, and problem-solving abilities.	Demonstrated some required job skills, work habits, and problem-solving abilities.	Demonstrated strong job skills, good work habits, and problem-solving abilities.	/30
Evaluation Criteria	Below Expectations 0-39 points	Meets Expectations 40-79 points	Above Expectations 80-100 points	Points Awarded
Judges' Questions	Inadequate answers: little to no knowledge of the position or company; lack of initiative.	Acceptable answers: some knowledge of the position and company; demonstrated some initiative.	Appropriate and informed answers; good knowledge of the position and company; demonstrated initiative and enthusiasm.	/100
Evaluation Criteria	Below Expectations 0-10 points	Meets Expectations 11-20 points	Above Expectations 21-30	Points Awarded
Final Impressions	Failed to express thanks or conclude the interview effectively.	Adequately expressed thanks and concluded the interview.	Expressed thanks and concluded the interview effectively.	/30
Evaluation Criteria	Below Expectations 0-7 points	Meets Expectations 8-14 points	Above Expectations 15-20 points	Points Awarded
Portfolio	Poorly organized; minimal relevant information.	Adequately organized; some relevant information.	Well-organized; relevant and diverse information.	/20
Documentation	One (1) copy of the Cover Letter and Résumé was submitted at presentation check-in (both preliminaries and finals).			/10
TOTAL INTERVIEW POINTS				/300

Note: no more than fifteen (15) minutes for interview.



JUDGES COMMENTS

(520) Advanced Interview Skills

Contestant ID | Team Number _____ Judge Number _____

COMMENTS: (to be viewed by contestant)

(Judges: Please provide constructive feedback, highlighting both strengths and areas for improvement in your analysis of the competitor.)

AREAS FOR IMPROVEMENT:

REASON FOR DISQUALIFICATION: (if applicable)