

MOCK INTERVIEW EVALUATION



Interviewing student: _____

Student being interviewed: _____

Date: _____

Rate the interviewee on a scale of 1 (lowest) to 5 (highest) in the following areas.

Nonverbal Behaviors

1. Dressed Appropriately	1	2	3	4	5
2. Firmly shook hands of interviewer	1	2	3	4	5
3. Maintained eye contact	1	2	3	4	5
4. Maintained good posture	1	2	3	4	5
5. Did not fidget	1	2	3	4	5
6. Used appropriate hand gestures	1	2	3	4	5

Verbal Behaviors

1. Listened closely to questions	1	2	3	4	5
2. Answered questions concisely and completely	1	2	3	4	5
3. Greeted interviewer	1	2	3	4	5
4. Thanked the interviewer	1	2	3	4	5
5. Emphasized qualifications	1	2	3	4	5
6. Displayed enthusiasm	1	2	3	4	5
7. Focused on strengths	1	2	3	4	5
8. Kept the interviewer positive by not using negative	1	2	3	4	5
9. Acted politely throughout the interview process	1	2	3	4	5
10. Stayed Calm	1	2	3	4	5
11. Asked appropriate questions	1	2	3	4	5
12. Spoke clearly and was audible	1	2	3	4	5
13. Demonstrated knowledge of the company/organization	1	2	3	4	5

Additional Comments: Things that went well, areas to improve on _____
