



Qualifications Appraisal Rating Form

Position: _____

Date of Oral Interview: _____

Rater's Signature: _____

Rater's Printed Name: _____

RATING GUIDE		General Impression	Alertness, Comprehension, Ability to Present Ideas	Judgment: Would you trust this person's judgment on the job?	Experience Quality and Quantity	Education and/or Training	Supervision and Administration	Specialized Skills				Overall Rating
Candidate's Name: Comments:	96-100 Outstanding											
	86-95 Well Qualified											
	76-85 Satisfactory											
	70-75 Passable											
	Below 70 Disqualified											
Comments required if Scoring below 70												
Candidate's Name: Comments:	Outstanding											
	Well Qualified											
	Satisfactory											
	Passable											
	Disqualifying											
Candidate's Name: Comments:	Outstanding											
	Well Qualified											
	Satisfactory											
	Passable											
	Disqualifying											
Candidate's Name: Comments:	Outstanding											
	Well Qualified											
	Satisfactory											
	Passable											
	Disqualifying											
Candidate's Name: Comments:	Outstanding											
	Well Qualified											
	Satisfactory											
	Passable											
	Disqualifying											

Place a checkmark (✓) from outstanding to disqualifying for each relevant category. Give each candidate an overall score using the Rating Guide.