

# BERKE INTERVIEW RATING FORM

Name: \_\_\_\_\_ Interviewer: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_

This rating tool will help you control bias in your decision-making process. The tool will help you rate each candidate on specific requirements and provide you with a mechanism to compare ratings across your candidate pool. During or after the interview, rate the candidate according to the scale below. Ensure that the job requirements you are using for the rating are congruent with the requirements you used to build your interview questions. If you are completing the rating after the interview be sure to review your notes while making your rating decision.

## EXPERIENCE / HARD SKILL / ATTITUDE

Experience		Rating		
1.		1- Low	2- Medium	3- High
Typing		Rating		
2.		1- Low	2- Medium	3- High
Attitude - Integrity		Rating		
3.		1 Pass		3- Pass

## COGNITIVE TALENTS

Idea Productivity		Rating		
1.		1- Low	2- Medium	3- High
Logical Problem-Solving		Rating		
2.		1- Low	2- Medium	3- High
Rapid Fire Problem-Solving		Rating		
3.		1- Low	2- Medium	3- High
Spatial Visualization		Rating		
4.		1- Low	2- Medium	3- High
Vocabulary		Rating		
5.		1- Low	2- Medium	3- High

**NOT FOR PUBLIC RELEASE**

**PERSONALITY TRAITS**

<b>Assertiveness</b>		<b>Rating</b>		
1.		1- Low	2- Medium	3- High
<b>Intensity</b>		<b>Rating</b>		
2.		1- Low	2- Medium	3- High
<b>Optimism</b>		<b>Rating</b>		
3.		1- Low	2- Medium	3- High
<b>Responsiveness</b>		<b>Rating</b>		
4.		1- Low	2- Medium	3- High
<b>Social Adaptability</b>		<b>Rating</b>		
5.		1- Low	2- Medium	3- High
<b>Sociability</b>		<b>Rating</b>		
6.		1- Low	2- Medium	3- High
<b>Structure</b>		<b>Rating</b>		
7.		1- Low	2- Medium	3- High
<b>Empathy</b>		<b>Rating</b>		
8.		1- Low	2- Medium	3- High

<b>Total Rating Score</b>