



Internship Interview Evaluation Form

Student Name:

Referred By:

Interviewer:

Date:

	Excellent	Good	Average	Below Average	Points Earned
Applicant's Greeting:					
• Proper introduction	10 9	8 7	6 5 4	3 2 1	
• Positive first impression	10 9	8 7	6 5 4	3 2 1	
Applicant's Appearance:					
• Neat, well groomed	10 9	8 7	6 5 4	3 2 1	
• Appropriately attired	10 9	8 7	6 5 4	3 2 1	
Personality and Poise:					
• Positive, courteous, sincere, and confident	10 9	8 7	6 5 4	3 2 1	
• Good posture, gestures, and eye contact	10 9	8 7	6 5 4	3 2 1	
Communication Skills:					
• Proper grammar (standard English)	10 9	8 7	6 5 4	3 2 1	
• Good pronunciation and enunciation	10 9	8 7	6 5 4	3 2 1	
• Pleasant voice and tone	10 9	8 7	6 5 4	3 2 1	
Responses:					
• Responded with appropriate answers	10 9	8 7	6 5 4	3 2 1	
• Showed knowledge of program's purpose	10 9	8 7	6 5 4	3 2 1	
• Indicated knowledge of Hospital	10 9	8 7	6 5 4	3 2 1	
• Asked appropriate questions	10 9	8 7	6 5 4	3 2 1	
• Volunteered information	10 9	8 7	6 5 4	3 2 1	
• Demonstrated initiative and enthusiasm about involvement in program	10 9	8 7	6 5 4	3 2 1	
Skills:					
• Showed evidence of career preparation	10 9	8 7	6 5 4	3 2 1	
• Showed evidence of good work habits	10 9	8 7	6 5 4	3 2 1	
• Showed evidence of problem-solving abilities	10 9	8 7	6 5 4	3 2 1	
Close of Interview:					
• Expressed a thank you	10 9	8 7	6 5 4	3 2 1	
• Concluded interview effectively	10 9	8 7	6 5 4	3 2 1	

Adapted from IDOE- Career and Technical Education Manual 2008

Q. Tell me a little about yourself?

Q. How would a teacher describe you?

Q. What are your strengths?

Q. What are your areas of weakness?

Q. What are your goals?

Q. Why do you want this job? / Why should you be considered for this internship?

Q. What are your expectations/goals for this internship?

Q. How will this internship benefit your future?

Q. Why did you choose this career field?

Q. How has school prepared you for the work environment?

Q. Do you prefer to work independently or on a team?

Q. Are you involved in extra curricular activities?

Q. Tell me about your last job?

A) What were your responsibilities?

B) What did you like or dislike about your previous job?

Q. Do you have reliable transportation?

Q. Are you available on week-ends?

Interviewer's Notes / Impressions: