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[www.SliNuaCareers.com](http://www.SliNuaCareers.com)

## Mock Interview Feedback Form

The interviewer will fill out this feedback form and discuss the rating with the applicant. The form is given to the applicant for their future reference.

### Rating Key

- 2 points - Excellent or good, would not be a problem in a job interview
- 1 point - Fair, needs improvement; could be a problem in a job interview
- 0 points - Poor, needs much improvement; will be a serious problem unless addressed

### First Impression/Dress/Clear Speech

- 1. Gives feeling of optimism and energy when first meeting the interviewer 1. \_\_\_\_\_
- 2. Has completed resume 2. \_\_\_\_\_
- 3. Is groomed well, is neatly and appropriately dressed 3. \_\_\_\_\_
- 4. Talks clearly and distinctly, words are not mumbled 4. \_\_\_\_\_

### Nonverbal Behavior/Body Language

- 5. Sits squarely in chair, has good posture 5. \_\_\_\_\_
- 6. Maintains open position (arms not crossed and so on) 6. \_\_\_\_\_
- 7. Leans slightly forward (about ten degrees) 7. \_\_\_\_\_
- 8. Establishes good eye contact throughout the interview 8. \_\_\_\_\_
- 9. Appears relatively relaxed, maintains poise 9. \_\_\_\_\_

### Content of Job Interview

- 10. Communicates job objective to interviewer 10. \_\_\_\_\_
- 11. Expresses work values, explaining why job is wanted 11. \_\_\_\_\_
- 12. Makes known abilities relevant to the job being sought 12. \_\_\_\_\_
- 13. Relates past achievements to skills needed for the job 13. \_\_\_\_\_
- 14. Demonstrates interest and enthusiasm for the job 14. \_\_\_\_\_
- 15. Answers interviewer's questions with confidence 15. \_\_\_\_\_
- 16. Neutralises weaknesses or turns them into positives 16. \_\_\_\_\_
- 17. Asks questions about the job or work organization 17. \_\_\_\_\_
- 18. Avoids flat "yes" or "no" answers to questions 18. \_\_\_\_\_

### Closing the Interview

- 19. Learns when interviewer will contact her about the hiring decision 19. \_\_\_\_\_
- 20. Thanks interviewer by name for the interview 20. \_\_\_\_\_

**Total Points:** \_\_\_\_\_

- 36-40 points: You're hired!!!
- 30-35 points: You may get the job, but other candidates are in the running too!
- 20-29 points: Your getting the job is doubtful, you need more interview practice.
- 11-19 points: Not likely to get the job; much more interview practice is needed.
- 0-10 points: No job; you definitely need to do much more hard work on preparation and planning for job interviews and career planning in general.

Other notes/thoughts/comments: