**Candidate Resume Evaluation Form**

**Candidate Information:
Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Position Applied For: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date of Review: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Reviewer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Evaluation Criteria:**

1. **Personal Details:**
* **Completeness: ☐ Yes ☐ No**
* **Relevance to Position: ☐ Yes ☐ No**
1. **Professional Summary:**
* **Clarity and Conciseness: ☐ Yes ☐ No**
* **Highlights Key Skills: ☐ Yes ☐ No**
1. **Work Experience:**
* **Relevant Experience: ☐ Yes ☐ No**
* **Achievements Listed: ☐ Yes ☐ No**
1. **Skills and Competencies:**
* **Technical Skills: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Soft Skills: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
1. **Overall Impression:
Strengths: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Areas for Improvement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reviewer Comments:**