

POST-INTERVIEW ASSESSMENT

❖ General Information

- Your name:
- Date of interview:
- Full name, address and telephone number for the employer:

- Job title for which you interviewed:
- Interviewer's full name:
- What are the specific job duties? If you have a job description, please provide us with a copy of same.

- What are the physical demands associated with performing these job duties?

- Date to call employer to follow-up:
- Telephone number for follow-up call:
- Date of hiring decision:

❖ Self-Assessment

- Was I on time?
- Did I dress appropriately?
- What was the interviewer's impression of my resume?

- What was discussed the most?
- What did the employer seem particularly interested in?
- What questions did I have the most difficulty answering?
- What questions did I answer the most effectively?
- What further information did I obtain about the company by asking questions?
- What can I do to improve my next interview?

Your Signature

Date Form Completed