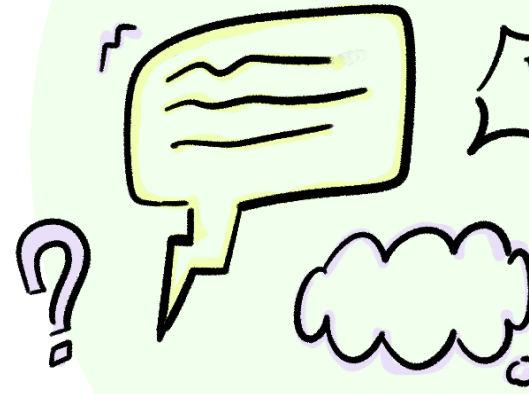# Hiring Scorecard Template

INTRO

An interview scorecard (or interview or hiring scoresheet), is a tool that helps evaluate a candidate's qualifications for a position. It ensures that your business considers candidates fairly and consistently and that candidates get rated using an objective measurement tool. It is a great method to get the best hire out of the talent pool and improve your interview process. HR managers can be sure that they have a clear picture of who is the right fit for the job by comparing all candidates' qualifications and suitability for the job under the same criteria.

With our easy-to-use template, you can add all your questions and scores and have additional comments if you want!

Benefits of using this template

1. Improves HR focus and alignment
2. Enhances visibility and fairness of interviews
3. Better decision-making
4. Improves team communication
5. Stops candidate bias and judgement

JOIN

Hiring Scorecard Template

Your name	1-3 4-5 6-8 9-10
Job opening	
Reports to	
Candidates name	
Purpose of this job	

Desired Results	KPIs	Comments

Key Responsibilities	Rating	Comments

Skills & Compentencies	Rating	Comments

Skills & Compentencies	Rating	Comments

Values for rating system   1-3   4-5   6-8   9-10

JOIN