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| **CHIP Training & Consulting (Pvt) Ltd** | | | | | |
| **INTERVIEW ASSESSMENT SHEET** | | | | | |
| Candidate's Name | Zeeba Hashmi | | | | |
| Position | Project Coordinator (TaRL) | | | | |
| Date of Interview | March 23, 2023 | | | | |
| **Areas of Assessment** | **Guiding Points** | **Marking Criteria** | **Max Marks\*** | **Marks Awarded** | **Remarks, if any** |
| Personality | Appearance, Dressing | Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0 | 2 | 2 | It was virtual interview |
| Conduct during Interview | General conduct/Communication with coordinators and penal members | Satisfactory=3, Normal=1, Poor=0 | 3 | 3 |  |
| Qualification | Relevant qualification as per TORs or Master level qualification however not relevant | Relevant Qualification= 5, Not Relevant= 2 | 5 | 3 |  |
| Experience | Relevant Experience as per TORs and general experience | One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2 | 5 | 3 |  |
| Job Competence Assessment | Competence assessment through scenario-based questions taken from ToRs | Ask 5 scenario-based questions relevant to the position, (2 marks each \* 5 questions) | 10 | 5 |  |
| Job Knowledge | Knowledge of the position and ToRs s/he has applied for | Ask three questions on the job position and ToRs (2 marks each\*3 questions) | 6 | 3 |  |
| Computer Proficiency | Competence assessment through scenario-based questions taken from ToRs | Ask 3 scenario-based questions relevant to the position, (2 marks each \* 3 questions) | 6 | 3 |  |
| Personal Attributes | Competencies (Integrity, ambition, initiative, learning aptitude) | As per Panel members judgment | 5 | 2.5 |  |
| Communication Skills | Effectively expressing and conveying Ideas in response to questions | Ask questions on strength and weaknesses & mark accordingly | 8 | 4 |  |
| Total Score |  |  | 50 | 28.5 |  |
| Overall Remarks | Suitable for the assignment for UNICEF Nigeria | | | | |
| Interviewer's Signature | Muhammad Irfan Farid and Lubna Hashmat | | | | |
| Interviewer's Name | Muhammad Irfan Farid and Lubna Hashmat | | | | |