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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 |