

Gross salary
post paid ssn
insurance.

150,000/2
2000/2
5,000,000/2

[Signature]

CHIP Training & Consulting (Pvt) Ltd					
INTERVIEW ASSESSMENT SHEET					
Candidate's Name	Muhammad Afzal				
Position	Assistant Manager Finance & Accounts				
Location	Islamabad				
Monthly Remuneration Package					
Date of Interview	3rd October, 2024 (Thursday)				
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		
Conduct during Interview	General conduct/Communication with coordinators and penal members	Satisfactory=3, Normal=1, Poor=0	3		
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5		
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		
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		
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		
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		
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5		
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8		
Total Score			50		
Overall Remarks	Total no. of experience 15 to 20 yrs, can manage tax matters, financial statements, started from 94, currently working as freelancer/Consultant.				
Interviewer's Signature	→ Sir Irfan conducted his interview.				