

[CTC-HR&OPS-Recuritment-7.2-c-063-IF/SF/SK] [Interview Assessment Sheet-September_ 2024]

	СН	IIP Training & Consulting (Pvt) Ltd			
		NTERVIEW ASSESSMENT SHEET			
Candidate's Name	Aymen Behroze				
Position	Aymen Behroze Recearch & Business Development officer Consulting Dept Tsb Sep 06 2029				
Project / Department		consulting D	ept		
Location	Tsb				
Date of Interview	Sep 06 2027 Guiding Points Marking Criteria Max Marks Remarks, if				
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	
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	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	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	8	
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	5	
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	6	
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	5	
Communication Skills	Effectively expressing and conveying Ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8	7	
Total Score			50	44	
Overall Remarks					
Interviewer's Signature	Mehush				
Interviewer's Name	Mehuish	A13			