

## Interview Rubric

Category	4	3	2	1
Opening Question	Answered the opening question with specific examples of knowledge-based skills, transferable skills, and personal traits. The interviewer recieved a summary or snapshot of the candidate. The candidate used the jargon of the industry.	Answered the opening question with specific examples of knowledge-based skills, transferable skills but included no personal traits. The interviewer recieved a summary or snapshot of the candidate. The candidate used the jargon of the industry.	Answered the opening question with little or no specific examples of knowledge-based skills, transferable skills but included no personal traits. The interviewer did not recieve a summary or snapshot of the candidate. The candidate used the jargon of the industry.	Answered the opening question with little or no specific examples of knowledge-based skills, transferable skills but included no personal traits. The interviewer did not recieve a summary or snapshot of the candidate. The candidate did not use the jargon of the industry.
Non Verbal Communication	The Candidate's posture was upright and confident. Eye contact was maintained for appropriate amounts of time. Gesturing or talking with hands is very natural and emphasized what the candidate was saying.	The Candidate's posture was upright for most of the interview, but fidgeted somewhat. Eye contact was maintained for appropriate amounts of time. Gesturing or talking with hands is very natural.	The Candidate's posture was upright for most of the interview, but fidgeted somewhat. Eye contact was not maintained for appropriate amounts of time. Gesturing or talking with hands is very natural.	The Candidate's posture was upright for most of the interview, but fidgeted somewhat. Eye contact was not maintained for appropriate amounts of time. Gesturing or talking with hands was distracting.
Follow-up Questions	The candidate had 4-5 questions prepared for inquiry about the job. They asked appropriate information for a first interview.	The candidate had less than 3 questions prepared for inquiry about the job. They asked appropriate information for a first interview.	The candidate had only one question prepared for inquiry about the job. It asked appropriate information for a first interview.	The candidate questions prepared for inquiry about the job, however, they asked inappropriate information for a first interview.
Dress	Appearance was consistent with the message communicated. The dress was appropriate business attire.	Appearance was not quite consistent with the message communicated. The dress was appropriate business attire.	Appearance was not quite consistent with the message communicated. The dress was business casual attire.	Appearance was inconsistent with the message communicated. The dress was not appropriate business attire.