



CAREER SERVICES

Mock Interview Evaluation

Student Name: _____ Graduation Date: _____

Major: _____ Professor's Name: (if class assignment) _____

Evaluator: _____ Mock Interview Date: _____

Job Title: _____

Interview Evaluation Standard

Total Points

Student's Points

Interview Preparation:

Student arrives and is prepared to begin on time	6	_____
Student is dressed professionally	6	_____
Student brings a polished copy of their resume	6	_____
Student has good body language	3	_____
Student maintains eye contact	3	_____
Student speaks clearly and understandably	3	_____
Student shows a positive attitude and enthusiasm	3	_____

Effective Interviewing Skills:

#1. Tell me about yourself

- | | |
|--|--|
| <input type="checkbox"/> Brief summary | <input type="checkbox"/> Highlights strengths |
| <input type="checkbox"/> Gives specific examples | <input type="checkbox"/> Makes connection to job |

1 2 3 4 5 6 7 8 9 10 _____

#2. Why did you choose your major?

- | | |
|---|--|
| <input type="checkbox"/> Expresses what they like about major | <input type="checkbox"/> Displays excitement |
| <input type="checkbox"/> Shows major is a good fit | |

1 2 3 4 5 6 7 8 9 10 _____

#3. What interests you about our company/organization?

- ☐ Evidence of company research and fit with company culture and/or values

1 2 3 4 5 6 7 8 9 10 _____

Behavioral Based Questions:

- #4.** Interviewer may choose up to 3 behavioral based interview questions from hand-out.
Please circle the questions on the hand-out and use the same questions for each student

1 2 4 6 8 10 12 14 16 18 20 _____

#5. Why should I hire you?

Characteristics important to company, regarding job description
Sets themselves apart from competition in meaningful way
Gives a trait and cites specific evidence—mini behavioral based

1 2 3 4 5 6 7 8 9 10 _____

#6 Do you have any questions for me?

Student should have prepared several questions to ask
Questions are specific to company and diverse in type

1 2 3 4 5 _____

#7. Is there anything else you think I should know about you?

Highlights any experiences relevant but not previously mentioned
Displays enthusiasm in working for the company/organization
Gives some sort of answer

1 2 3 4 5 _____

Total points

100

Pass: 86 or Higher

Reservations: 80-85

Non-pass: 1-79

- [] Introduction
- [] Company Knowledge
- [] Connection w/job/organization
- [] Behavioral Questions
- [] Closure