## **EXAMPLE WEIGHTED INTERVIEW MATRIX**

	Sample Interview Matrix								
Candidate's Name	Knowledge & Experience in Field (1-3 points) 25% Weight	Knowledge & Experience w/ required skills (1-3 points) 25% Weight	Communication/ Interpersonal Relationships (1-3 points) 10% Weight	Evidence of Commitment to Customer Service (1-3 points) 10% Weight	Evidence of Commitment to Diversity (1-3 points) 15 % Weight	Collaborative Approach with Key Stakeholders (1 -3 points) 5% Weight	Relationship with Staff/Teambuilding (1-3 Points) 10% weight	TOTAL Multiply point times %	Comments
John Doe	2	2	2	2	2	2	2	2	
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Design interview questions to directly correlate to areas evaluated on matrix & that align w/ job									
description requirements.									
Dating Coals:									
Rating Scale:									
1=Answer not reflective of question asked									
2=Minimal Response,									
satisfactory answer but little depth									
3=answer supported w/ examples; well developed answer									