



EMPLOYMENT INTERVIEW

NAME: JANE Q. Applicant

TYPE: GENERAL INTERVIEW PROMOTION INTERVIEW

INTERVIEWER: JOSEPH T. Interviewer

APPLICANT: JANE Q. Applicant

After this interview, check the appropriate box in each section. Add any comments if needed.

Not Interviewed Did Interview

JOB EXPERIENCE

Applicant has excellent experience and background.

Strong experience and background.

Acceptable experience and background.

Background not pertinent.

JOB KNOWLEDGE

Excellent knowledge/skills.

Very efficient. Little training needed.

Basic. Not skilled.

Inexperienced.

Summary

Over 15 years experience in research, technology, and communication services positions. Proven ability to work with diverse clients and manage complex projects. Excellent communication skills combined with problem solving abilities and attention to detail.

Professional History

Technology Research Manager - Gold Standard - ABC International

- Provided support to Gold Standard members across multiple industries.
- Created content and managed the client technology agenda and key deliverables.
- Managed the client technology agenda and key deliverables.
- Managed the client technology agenda and key deliverables.

Client Service Manager - ABC International

- Served as primary point of contact for the critical Fortune 500 clients.
- Managed the client technology agenda and key deliverables.
- Used excellent communication skills to manage client expectations and deliver results.
- Collaborated with sales team to research and identify new business opportunities.

King of Prussia, PA



Recruitment Interviewing

Delegate Manual

