

Date: \_\_\_\_\_ Candidate: \_\_\_\_\_  
 Position: \_\_\_\_\_ Interviewer: \_\_\_\_\_  
 School/VP/Centrer: \_\_\_\_\_ Unit: \_\_\_\_\_

This application feedback form has been created to help you evaluate the candidate for a specific position. Do not hesitate to adapt this form according to the position and competencies and skills required.

**This form cannot be saved for data protection reasons.**

Evaluation	Tested by (initials)	Very negative	Negative	Acceptable	Positive	Very positive	Remarks
		1	2	3	4	5	
<b>General</b>							
Motivation for position							
Motivation for EPFL							
Understanding of position offered							
Understanding of academic world							
Self-confidence							
Energy / dynamism							
Flexibility (if applicable)							
Organisational skills							
Adaptability							
Creativity							
Initiative							
Ability to work independently							
Sense of responsibility							
Ability to work under stress							
Ability to work in a team							
<b>Management and project management (if applicable)</b>							
Ability to fix objectives							
Leadership / management							
Coaching							
Project management skills							
Ability to solve problems							
Entrepreneurial spirit							
Communication skills							
Ability to delegate							
Controlling / reporting abilities							
Development potential							

Evaluation	Tested by (initials)	Very negative	Negative	Acceptable	Positive	Very positive	Remarks
		1	2	3	4	5	

**Technical skills specific to the position**

Training / diploma							
Professional experience							
Technical knowledge for position (e.g. IT, admin, office, laboratory, standards, procedures, etc.)							
Knowledge specifically relating to position (e.g. client orientation, writing, finance/ budgets, grants, exp. of domain, etc.)							

**Languages**

English							
French							
Others							

**Candidate's strong points - reasons for possible employment**

**Candidate's areas for improvement - reasons for possible refusal**

**Why do he/she wish to leave their current position?**

**For what other position could this candidate be considered?**

**Global evaluation for this position incl. salary aspects and type of contract**

**Conclusion of interview and recommendations**

- I recommend hiring the candidate for this position.
- I do not recommend hiring, but this application must be kept for another position.
- This candidate does not fulfil the selection criteria - refuse

Date:	Signature:
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