

TriMetrix DNA INTERVIEW RATING FORM

Name: _____ **Interviewer:** _____

Position: _____ **Date:** _____

This rating tool will help you control bias in your decision-making process. The tool will help you rate each candidate on specific requirements and provide you with a mechanism to compare ratings across your candidate pool. During or after the interview, rate the candidate according to the scale below. Tally up the score of each area of the interview in the Total Rating Score on the last page. Ensure that the job requirements you are using for the rating are congruent with the requirements you used to build your interview questions. If you are completing the rating after the interview be sure to review your notes while making your rating decision.

In relationship to the TriMetrix DNA Gap Report final page: Blue = 4 Best Fit, 3 Green = Good Fit, 2 Yellow = Okay fit, Red = 1 Poor Fit

Competencies: Soft Skills

Analytical Problem Solving		Rating			
1.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Conflict Management		Rating			
2.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Continuous Learning		Rating			
3.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Creativity/Innovation		Rating			
4.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Customer Service		Rating			
5.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Decision Making		Rating			
6.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Diplomacy		Rating			
7.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Empathy		Rating			
8.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Employee Development/Coaching		Rating			
9.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Flexibility		Rating			
10.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Futuristic Thinking		Rating			
11.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Goal Orientation		Rating			
12.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit

Interpersonal Skills		Rating			
13.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Leadership		Rating			
14.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Management		Rating			
15.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Negotiation		Rating			
16.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Personal Effectiveness		Rating			
17.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Persuasion		Rating			
18.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Planning/Organizing		Rating			
19.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Presenting		Rating			
20.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Self-Management (time and priorities)		Rating			
21.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Teamwork		Rating			
22.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Written Communication		Rating			
23.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit

Motivator Drivers: Job Rewards

Aesthetic		Rating			
1.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Individualistic/Political		Rating			
2.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Social		Rating			
3.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Theoretical		Rating			
4.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit

Traditional/Regulatory		Rating			
5.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Utilitarian/Economic		Rating			
6.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit

Behavior: DISC

Analysis of Data		Rating			
1.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Competitiveness		Rating			
2.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Consistency		Rating			
3.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Customer Relations		Rating			
4.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Following Policy		Rating			
5.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Follow Up and Follow Through		Rating			
6.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Frequent Interaction with Others		Rating			
7.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Frequent Change		Rating			
8.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Organized Workplace		Rating			
9.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
People Oriented		Rating			
10.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Urgency		Rating			
11.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit
Versatility		Rating			
12.		1- Poor Fit	2- Okay Fit	3- Good Fit	4- Best Fit

Total Rating Score