

South Carolina Forestry Commission

Applicant Report Form

Applicant: _____ Date Interviewed: _____

Position: _____ Salary: \$ _____

Interviewed by: _____

Application Check

	Yes	No	Comments
1. Reasons for leaving former job seem logical	___	___	_____
2. Numerous job changes	___	___	_____
3. Gaps in employment	___	___	_____
4. Previous income higher than job applied for	___	___	_____

Applicant Evaluation

Please evaluate the candidate in each of the following categories as they relate to the requirements of the position for which the candidate is being considered. (Refer to Position Description and Classification Specification). Indicate your evaluation by assigning the most appropriate rating. You may support your ratings in the Comments section.

Rating Scale: (1) Poor (2) Fair (3) Acceptable (4) Good (5) Excellent

	Rating	Comments
Relevant Experience	___	_____
Relevant Education/Training	___	_____
Technical Ability	___	_____
Ability to Communicate Effectively	___	_____
Initiative	___	_____
Reasoning/Judgement	___	_____
Attitude during interview	___	_____
Presentation	___	_____

.....
Rating: Poor___ **Fair**___ **Acceptable**___ **Good**___ **Excellent**___
.....

Additional Comments: _____

