

# Employer Interview Sheet

## Employer Interview Sheet Format

- Employer Name: \_\_\_\_\_
- Date of Interview: \_\_\_\_\_
- Interviewer: \_\_\_\_\_
- Position: \_\_\_\_\_

### 1. Company Information:

- Company Name: \_\_\_\_\_
- Industry/Field: \_\_\_\_\_
- Location: \_\_\_\_\_

### 2. Job Description:

- Role/Title: \_\_\_\_\_
- Key Responsibilities: \_\_\_\_\_
- Expectations for the Role: \_\_\_\_\_

### 3. Candidate Fit:

- What qualifications and experience are most important for the position?  
\_\_\_\_\_
- What kind of personality traits do you prefer for candidates?  
\_\_\_\_\_

### 4. Interview Process:

- What do you typically assess during interviews? \_\_\_\_\_
- How do you evaluate cultural fit? \_\_\_\_\_

## 5. Candidate Selection:

- What makes a candidate stand out during the hiring process?

\_\_\_\_\_

- What red flags do you look for when interviewing candidates?

\_\_\_\_\_

## 6. Closing Remarks:

- Do you have any advice for candidates? \_\_\_\_\_

- Any other comments or thoughts? \_\_\_\_\_