

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · ASSESSOR

1	What is your education and experience in the field of assessment?	1 2 3 4 5	
2	How do you collect and analyze data?	1 2 3 4 5	
3	What methods do you use to ensure the validity and reliability of assessments?	1 2 3 4 5	
4	How do you stay current in the field of assessment?	1 2 3 4 5	
5	What challenges do you see in the field of assessment?	1 2 3 4 5	
6	Can you provide an overview of the assessment process?	1 2 3 4 5	
7	What makes you the best candidate for the job?	1 2 3 4 5	
8	What factors are considered when valuing a property?	1 2 3 4 5	
9	What are your thoughts on the current state of the housing market?	1 2 3 4 5	
10	Have you ever had to assess a property that was in disrepair?	1 2 3 4 5	
11	What is your experience with mass appraisal techniques?	1 2 3 4 5	
12	How do you work with other departments within your municipality?	1 2 3 4 5	
13	Can you provide an overview of your caseload for the past year?	1 2 3 4 5	

OVERALL ASSESSMENT

CRITERIA	SCORE (1-5)	NOTES
Educational Background Appropriate qualifications or training for the position.	1 2 3 4 5	
Prior Work Experience Skills or qualifications acquired through past work.	1 2 3 4 5	
Qualifications / Experience The technical skills the position actually needs.	1 2 3 4 5	
Problem Solving Abilities Demonstrated critical problem-solving.	1 2 3 4 5	
Communication Team building and communication skills.	1 2 3 4 5	

CRITERIA

SCORE (1-5) NOTES

Organizational Fit Would this hire steer the organization the right way?	12345	
Directional Fit A step forward, or backward, in their career?	12345	

RECOMMENDATION

☐ Advance ☐ Hold ☐ Decline

1 = well below the bar · 3 = meets it · 5 = clearly above it

AvaHR — hiring software for teams without a recruiter
Use the same scorecard for every candidate in this role.