avaHR

# Broker Candidate Scorecard

Score every candidate against the same questions and criteria

| CANDIDATE | INTERVIEWER | DATE | STAGE |
|---|---|---|---|
| | | | |

## INTERVIEW QUESTIONS · BROKER

| | | | |
|---|---|---|---|
| 1 | What experience do you have as a broker? | ① ② ③ ④ ⑤ | |
| 2 | How have you successfully managed client relationships in the past? | ① ② ③ ④ ⑤ | |
| 3 | Are you knowledgeable about current market trends and regulations? | ① ② ③ ④ ⑤ | |
| 4 | What strategies do you use to stay abreast of changes in the industry? | ① ② ③ ④ ⑤ | |
| 5 | How would your previous clients describe working with you? | ① ② ③ ④ ⑤ | |
| 6 | What methods do you employ to generate new business for clients? | ① ② ③ ④ ⑤ | |
| 7 | What is your track record for closing deals quickly and efficiently? | ① ② ③ ④ ⑤ | |
| 8 | How do you handle complex negotiations? | ① ② ③ ④ ⑤ | |
| 9 | What makes you an ideal candidate, and how can you add value to our business? | ① ② ③ ④ ⑤ | |
| 10 | Are you comfortable working autonomously and making important decisions on behalf of clients without guidance? | ① ② ③ ④ ⑤ | |

## OVERALL ASSESSMENT

| CRITERIA | SCORE (1–5) | NOTES |
|---|---|---|
| **Educational Background**<br>Appropriate qualifications or training for the position. | ① ② ③ ④ ⑤ | |
| **Prior Work Experience**<br>Skills or qualifications acquired through past work. | ① ② ③ ④ ⑤ | |
| **Qualifications / Experience**<br>The technical skills the position actually needs. | ① ② ③ ④ ⑤ | |
| **Problem Solving Abilities**<br>Demonstrated critical problem-solving. | ① ② ③ ④ ⑤ | |
| **Communication**<br>Team building and communication skills. | ① ② ③ ④ ⑤ | |
| **Organizational Fit**<br>Would this hire steer the organization the right way? | ① ② ③ ④ ⑤ | |
| **Directional Fit**<br>A step forward, or backward, in their career? | ① ② ③ ④ ⑤ | |

## 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.