avaHR

Chief Talent Officer Candidate Scorecard

Score every candidate against the same questions and criteria

CANDIDATE	INTERVIEWER	DATE	STAGE

INTERVIEW QUESTIONS · CHIEF TALENT OFFICER

1	Can you describe your experience with developing and implementing talent acquisition strategies?	① ② ③ ④ ⑤	
2	How do you stay updated on the latest trends and innovations in talent management?	① ② ③ ④ ⑤	
3	Can you provide an example of a successful talent development program you've implemented?	① ② ③ ④ ⑤	
4	What metrics do you use to measure the success of your talent strategies, and how do you use this data to make decisions?	① ② ③ ④ ⑤	
5	How do you approach diversity and inclusion within a talent management framework?	① ② ③ ④ ⑤	
6	Describe a time when you had to handle a significant challenge related to employee retention. What was your approach and the outcome?	① ② ③ ④ ⑤	
7	How do you align talent management initiatives with overall business goals and strategy?	① ② ③ ④ ⑤	
8	What is your experience with succession planning, and how do you identify potential leaders within an organization?	① ② ③ ④ ⑤	
9	Can you discuss a time when you had to advocate for a talent management initiative to executive leadership? What was the result?	① ② ③ ④ ⑤	
10	What strategies have you found most effective for keeping employees motivated and engaged?	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	

CRITERIA	SCORE (1–5)	NOTES
Communication Team building and communication skills.	① ② ③ ④ ⑤	
Organizational Fit Would this hire steer the organization the right way?	① ② ③ ④ ⑤	
Directional Fit 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.