

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

INTERVIEW QUESTIONS · CHRO

1	Can you describe how you have developed and implemented an HR strategy that aligns with the overall business goals?	12345	
2	What approaches do you use for effective talent management and workforce planning?	12345	
3	How do you handle conflicts within an organization, and can you provide an example of a particularly challenging conflict you resolved?	12345	
4	How have you contributed to diversity and inclusion initiatives in your previous roles?	12345	
5	What strategies do you use to manage compensation and benefits to ensure fairness and competitiveness?	12345	
6	Can you give an example of a significant HR program you implemented and the impact it had on the organization?	12345	
7	How do you stay updated with the latest HR trends and regulations, and how do you apply this knowledge?	12345	
8	Describe a time when you had to lead a major change initiative within an organization. What steps did you take?	12345	
9	What measures do you take to ensure a positive workplace culture?	12345	
10	How do you evaluate the effectiveness of your HR policies and programs? Can you provide examples of metrics or KPIs you use?	12345	

OVERALL ASSESSMENT

CRITERIA	SCORE (1-5)	NOTES
Educational Background Appropriate qualifications or training for the position.	12345	
Prior Work Experience Skills or qualifications acquired through past work.	12345	
Qualifications / Experience The technical skills the position actually needs.	12345	
Problem Solving Abilities Demonstrated critical problem-solving.	12345	
Communication Team building and communication skills.	12345	

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.