

CANDIDATE	INTERVIEWER	DATE	STAGE
INTERVIEW QUESTIONS · DIGITAL PRODUCER			
1	What experience do you have in producing digital content?	1 2 3 4 5	
2	How familiar are you with the current trends in digital production?	1 2 3 4 5	
3	Can you provide examples of successful campaigns that you've managed?	1 2 3 4 5	
4	Describe a difficult challenge that you faced when producing digital content and how you handled it.	1 2 3 4 5	
5	Tell us about your creative process for developing engaging and compelling digital content.	1 2 3 4 5	
6	Are there any technologies or tools related to Digital Production that you're not comfortable using?	1 2 3 4 5	
7	How would you handle tight deadlines and competing priorities when producing digital content?	1 2 3 4 5	
8	What strategies do you employ to ensure quality control and optimize your work?	1 2 3 4 5	
9	Are you comfortable working with cross-functional teams, such as writers, designers, and developers?	1 2 3 4 5	
10	What experience have you had with budgeting for digital production projects?	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		
Organizational Fit Would this hire steer the organization the right way?	1 2 3 4 5		

CRITERIA

SCORE (1-5) NOTES

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.