

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · EMPLOYEE EXPERIENCE MANAGER

1	Can you share an example of a successful initiative you've implemented to improve employee engagement and satisfaction? How did you measure its success?	1 2 3 4 5	
2	How do you stay updated with the latest trends in employee experience and workplace culture?	1 2 3 4 5	
3	Describe a time when you received negative feedback from employees about a particular aspect of their work experience. How did you address it?	1 2 3 4 5	
4	What strategies do you employ to ensure a diverse and inclusive workplace culture?	1 2 3 4 5	
5	How do you approach designing a new employee onboarding process? What elements do you think are crucial for a successful onboarding experience?	1 2 3 4 5	
6	Can you discuss a situation where you had to balance the needs of employees with the objectives of the organization? How did you manage it?	1 2 3 4 5	
7	What methods do you use to gauge employee morale, and how do you respond if you identify low morale in a team or department?	1 2 3 4 5	
8	How have you used technology or digital tools to enhance the employee experience in previous roles?	1 2 3 4 5	
9	In your opinion, what is the role of leadership in shaping a positive employee experience, and how do you involve leaders in your initiatives?	1 2 3 4 5	
10	What's your approach to continuous learning and professional development for employees? How do you assess the needs and impact of such programs?	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.