

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · ESTATE MANAGER

1

How do you prioritize and manage daily operations on an estate of significant size?

12345

2

Describe a situation where you had to handle an emergency on an estate. What was your approach?

12345

3

How do you handle the recruitment, training, and supervision of estate staff?

12345

4

Can you share an experience managing a major property renovation or project?

12345

5

How do you ensure that the estate's security measures are up-to-date and effective?

12345

6

What strategies do you use to manage and stick to an estate's annual budget?

12345

7

Describe a time when you had to liaise between the property owner and external contractors. How did you manage expectations?

12345

8

How do you stay informed about the latest best practices in estate management?

12345

9

Can you provide an example of a complex event you've coordinated on an estate?

12345

10

How do you ensure that the personal preferences and standards of the estate owner are consistently met?

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	
Organizational Fit Would this hire steer the organization the right way?	12345	

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.