

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · IT MANAGER

1	What experience do you have managing IT projects?	1 2 3 4 5	
2	What experience do you have with IT management?	1 2 3 4 5	
3	How would you handle a difficult situation with a customer or employee?	1 2 3 4 5	
4	Describe the most challenging IT problem that you've faced and how did you solve it?	1 2 3 4 5	
5	Are there any areas of technology where your expertise is lacking?	1 2 3 4 5	
6	How often do you stay updated on new developments in the field of IT management?	1 2 3 4 5	
7	What strategies would you use to ensure the successful implementation of new technologies within our company?	1 2 3 4 5	
8	How would you effectively manage a team of IT professionals?	1 2 3 4 5	
9	What kind of management style do you use when leading an IT team?	1 2 3 4 5	
10	What do you consider to be the most important attributes of a successful IT Manager?	1 2 3 4 5	
11	What challenges have you encountered while working in the field of Information Technology?	1 2 3 4 5	
12	How would you rate your skills in project management, customer service, and communication?	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.	12345	
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.