

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

INTERVIEW QUESTIONS · MANAGING PARTNER

1	Can you describe a time when you had to make a difficult business decision? What was the outcome?	1 2 3 4 5	
2	How do you balance long-term strategic planning with day-to-day operational management?	1 2 3 4 5	
3	What strategies do you use to ensure the firm's financial health and stability?	1 2 3 4 5	
4	Can you provide an example of how you successfully led a team through a significant change?	1 2 3 4 5	
5	How do you handle conflicts within the partnership or among team members?	1 2 3 4 5	
6	What methods do you use to mentor and develop junior partners and staff?	1 2 3 4 5	
7	How do you maintain and build relationships with key clients and stakeholders?	1 2 3 4 5	
8	What is your approach to setting and achieving the firm's strategic goals?	1 2 3 4 5	
9	How do you stay updated with industry trends and integrate them into the firm's strategy?	1 2 3 4 5	
10	Can you discuss a time when you had to navigate a financial crisis within the firm? How did you resolve it?	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.