

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · PRODUCTION ASSISTANT

1	What experience do you have working in a production environment?	1 2 3 4 5	
2	- What are some of the challenges you faced in previous productions?	1 2 3 4 5	
3	- Tell me about a time when you had to go above and beyond your job duties.	1 2 3 4 5	
4	- Describe how you handled difficult or stressful situations on set.	1 2 3 4 5	
5	- What do you think is the most important attribute of a successful production assistant?	1 2 3 4 5	
6	- How do you work under pressure and stay organized when things are chaotic?	1 2 3 4 5	
7	- Tell me about a time when you had to solve a problem on set.	1 2 3 4 5	
8	- Describe a challenging situation that you faced during production.	1 2 3 4 5	
9	- What is your experience with handling cast and crew?	1 2 3 4 5	
10	- Tell me about a time when you had to be assertive on set.	1 2 3 4 5	
11	- How do you deal with difficult people or situations?	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	
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.