avaHR

Program Manager Candidate Scorecard

Score every candidate against the same questions and criteria

CANDIDATE	INTERVIEWER	DATE	STAGE

INTERVIEW QUESTIONS · PROGRAM MANAGER

1	What experience do you have in program management?	① ② ③ ④ ⑤	
2	What type of programs have you managed?	① ② ③ ④ ⑤	
3	Can you give me an example of when you had to order a complex project?	① ② ③ ④ ⑤	
4	How do you handle pressure and deadlines?	① ② ③ ④ ⑤	
5	What is your experience working with teams?	① ② ③ ④ ⑤	
6	What professional certifications do you hold?	① ② ③ ④ ⑤	
7	Are you a member of any professional organizations?	① ② ③ ④ ⑤	
8	What is your education and training in program management?	① ② ③ ④ ⑤	
9	How do you ensure all stakeholders are informed and involved in a program?	① ② ③ ④ ⑤	
10	How do you evaluate the success of a program? What metric do you use?	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.