

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · WAREHOUSE ASSOCIATE

1	How comfortable are you using a pallet jack and/or forklift to move items around the warehouse?	1 2 3 4 5	
2	Are there any areas of warehousing that you specialize in?	1 2 3 4 5	
3	Have you ever encountered any safety issues while working in warehouses previously?	1 2 3 4 5	
4	How quickly can you locate items within a warehouse?	1 2 3 4 5	
5	Have you ever had to manage multiple tasks or prioritize orders according to urgency before?	1 2 3 4 5	
6	Are you familiar with the proper handling and/or disposal of hazardous materials?	1 2 3 4 5	
7	Have you ever handled large shipments or packaged items for shipment in a warehouse before?	1 2 3 4 5	
8	How effective are your communication and problem-solving skills when it comes to working in warehouses?	1 2 3 4 5	
9	Can you provide any examples of how you have successfully organized or managed a warehouse in the past?	1 2 3 4 5	
10	Are you able to work independently and without direct supervision while in a warehouse environment?	1 2 3 4 5	
11	What other skills do you possess that could be beneficial when it comes to working in warehouses?	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.	① ② ③ ④ ⑤	<hr/> <hr/>
Organizational Fit Would this hire steer the organization the right way?	① ② ③ ④ ⑤	<hr/> <hr/>
Directional Fit A step forward, or backward, in their career?	① ② ③ ④ ⑤	<hr/> <hr/>

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.