

CANDIDATE	INTERVIEWER	DATE	STAGE
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INTERVIEW QUESTIONS · WHOLESALE ACCOUNT MANAGER

1	What experience do you have in the wholesale account management field?	1 2 3 4 5	
2	How would you handle complex customer requests?	1 2 3 4 5	
3	How would you develop relationships with key stakeholders?	1 2 3 4 5	
4	What methods do you use to ensure high customer satisfaction and loyalty?	1 2 3 4 5	
5	Describe a time when you successfully negotiated favorable terms for your customers.	1 2 3 4 5	
6	Do you have experience managing profit and loss budgets and working with financial spreadsheets?	1 2 3 4 5	
7	Have you ever encountered any challenging client negotiations or disputes, and how did it resolve them effectively?	1 2 3 4 5	
8	What strategies do you use to increase sales and expand the customer base?	1 2 3 4 5	
9	How do you prioritize tasks and manage multiple accounts at once?	1 2 3 4 5	
10	Explain how you keep track of deals, orders, and client information.	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.