



Interviewee _____

Interviewer _____

Date _____

Role _____

Core Values Review

Write out each of the company's core values. The interviewer gives a pass, fail, or mixed score for each core value. 80% or more of the core values should be a pass. If a core value is mixed or fail for more than three quarters, then it's best practice to re-evaluate the role.

Core Values	Q1	Q2	Q3	Q4

KPI's

List the KPIs for the role and discuss the performance over the last quarter. Again, we want a pass, fail, or mixed score. Three or more mixed or fails for the year per KPI require a deeper discussion about fit and support for the role.

KPI	Q1	Q2	Q3	Q4



WINS

Both the interviewer and interviewee should list out where the interviewee did great this past quarter.

Interviewee's Self-Feedback

Interviewer's Feedback

IMPROVEMENTS

Both the interviewer and interviewee should list out where the interviewee could improve or could use support.

Interviewee's Self-Feedback

Interviewer's Feedback



Interviewee's Self-Performance Score

A 10 on the scale below indicates the highest level of performance. In this past quarter where would you rank your performance. Place a mark in the box.

0	1	2	3	4	5	6	7	8	9	10

Interviewer's Performance Score

A 10 on the scale below indicates the highest level of performance for the interviewee. In this past quarter where would you rank their performance. Place a mark in the box.

0	1	2	3	4	5	6	7	8	9	10

Notes