

Weight each of the job requirements

List each candidate's strengths and weakness for the position under consideration.

<i>Knowledge</i>		<i>Skills/Abilities</i>						<i>Attributes</i>			

Weight* →

Candidate Name**												Strengths	Weaknesses

***Weighting Scale**

- 5 = Essential
- 4 = Extremely Important
- 3 = Very Important
- 2 = Important
- 1 = Somewhat Important

****Candidate Evaluation Scale**

- 5 = Much More Than Required
- 4 = More Than Required
- 3 = Acceptable
- 2 = Less Than Required
- 1 = Much Less Than Required

Weighting, Ranking & Candidate Evaluation Log

