



CTR Mock Interview Rating Form

Date: _____ **Candidate's Name:** _____

Company/Grad Program: _____ **Interviewer's Name:** _____

Interviewer's Email: _____ **Interviewer's Phone:** _____

Rating

Excellent
≈ 90-100 A

Good
≈ 80-89 B

Needs Improvement
≈ 79-Below

N/A

Non-Verbal Communication

- Maintained Eye Contact
- Strong Posture
- Conveyed Enthusiasm/Positivity & Interest
- No Fidgeting or Nervous Movements
- Professional Appearance & Attire

Interview Content

- Researched position/company before interview
- Related previous experience/strengths with position's duties/skills
- Used specific examples with results & accomplishments to illustrate relevant experiences or skills
- Asked appropriate questions
- Paused to organize thoughts prior to responding to difficult questions

Verbal Communication

- Avoided Filler Words (um, uh, like, you know)
- Used Proper Grammar (Avoided Slang, Acronyms)
- Used Appropriate Volume of Voice
- Clear & Concise Answers (No Rambling, Repetition)
- Confident with Responses

Comments/Suggestions for Improvements

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Additional Interview Practice

1) Video record your answers using Optimal Resume's Interview Prep (Select Create New Interview-Name interview - select CTR Interview for Job/ Internship) <https://uark.optimalresume.com/>

