



Candidate's Name

Position

Date

Reviewer's Name

Chief Engineer

The Score Card is used to determine a preliminary score for each candidate and their potential fit for the role.

1. Begin with a phone or video interview.
2. Complete this Scorecard using the data collected from the phone interview, resume, and completed Skill Survey.
3. Use the completed Scorecards to compare each candidate (on an apples-to-apples basis) to decide who moves on to the next step in the interview process.

SCORING KEY

3 = Excellent | Proven experience, background, and past examples that are a strong fit for this role.

2 = Competent | Experience, background, and examples that are a potential fit for this role.

1 = Below Average | Experience background and examples that could be a detriment to this role.

Bonus = +1 | Exceptional experience or characteristics that go above and beyond the desired requirements for this role.

Skill Survey Answers To Score	Score
1. Please describe the largest engineering project you've 1. been a part of. Include details such as the size, budget, and duration of the project.	
2. Describe the phases and scope of the project above that you were directly responsible for.	
3. Have you worked in a startup or similarly fast-paced environment? If so, how did you adapt to the rapid changes and evolving priorities?	
4. What type of systems, products, or processes have you designed or overseen? Share an example of a particularly complex product or system and how you managed its development or implementation.	
5. What has been the scope of your team management experience? Include details about the size, functions (e.g., engineering, operations), and how you ensured collaboration and productivity across multifunctional teams.	
Skill Survey Total Score	

Additional Considerations	Yes/No/Uncertain
Education Fit Is the candidate's formal education and training an asset to this role?	
Relocation Fit Does the candidate have minimal hurdles to relocation (home ownership, employed spouse, children in grade school, cost of living difference, etc.)?	
Compensation Fit Will we be able to offer a total compensation package that will motivate the candidate to make a change?	
Communication Fit Is the candidate a strong communicator who is easy to understand?	

For each candidate that moves forward, now is the time to start the reference check process (www.outmatch.com) background check process (www.clearcheck.com) and assessment process (www.hogan.com). Remember, the more data and information you can collect earlier in the interview process, the better - as this will make for much better interviews and hiring decisions.

Additional Notes: