PKR

# Hiring Scorecard

One page. Five competencies. Decide what strong means before interview one.

ROLE

HIRING MANAGER

TARGET START DATE

WHAT WILL THIS PERSON HAVE ACHIEVED AT 90 DAYS?

POSTED SALARY RANGE

| COMPETENCY | WHAT STRONG LOOKS LIKE | WHAT WEAK LOOKS LIKE | INTERVIEW QUESTION | OWNER |
|---|---|---|---|---|
| **01** Score 1 2 3 4 | | | | |
| **02** Score 1 2 3 4 | | | | |
| **03** Score 1 2 3 4 | | | | |
| **04** Score 1 2 3 4 | | | | |
| **05** Score 1 2 3 4 | | | | |

## HOW TO USE IT

1. Pick five competencies. If you have eight, you have not prioritized. Work backwards from the 90-day outcome.
2. For each, write one sentence for strong and one for weak. That sentence is what every interviewer scores against.
3. Assign each competency to one owner so nothing is covered three times and nothing is missed.
4. Every interviewer scores 1 to 4 with one line of evidence. Debrief in 15 minutes by comparing scores, not impressions.