

Mock interview feedback

Fictional role: a Saturday job at a garden centre.



CANDIDATE INITIALS _____ INTERVIEWER _____ DATE _____

LEARNING GOAL

Give fair, specific feedback on a practice interview.

SUCCESS CRITERIA

☐ I can match what I saw to a level from 1 to 4.

	1 EMERGING	2 DEVELOPING	3 SECURE	4 STRONG	SCORE
Preparation and first impression <i>on time, greeting, setting</i>	Late or unsure. No greeting.	On time. Brief, quiet greeting.	On time, clear greeting, suits setting.	Early, warm greeting, well prepared.	
COMMENT					
Listening and body language <i>listens, shows interest</i>	Talks over questions or misses what was asked.	Listens, but loses focus at times.	Hears each question out and shows it.	Listens closely, answers what was asked.	
COMMENT					
Communication <i>clear speech, order of answers</i>	Hard to follow. Answers wander.	Mostly clear. Order slips.	Clear speech. Answers have order.	Clear, well paced, easy to follow.	
COMMENT					
Quality of answers <i>examples, link to the role</i>	General statements with no examples.	Some examples. Weak link to role.	Specific examples linked to role.	Strong examples with results, linked.	
COMMENT					
Questions asked by the candidate <i>interest in the role</i>	Asks no questions.	Asks a question, not about the role.	Asks thoughtful role questions.	Questions show research and listening.	
COMMENT					
Closing <i>thanks, summary</i>	Ends suddenly. No thanks.	Says thank you. No summary.	Thanks them and sums up interest.	Warm thanks, brief summary of strengths.	
COMMENT					

Total

Six scores added up.



out of 24

The total describes this one interview, not the person. Eye contact and handshakes are optional and never marked down. Invented role. Write initials only; the school keeps this under its policy.



CANDIDATE INITIALS _____ INTERVIEWER _____ DATE _____

Three questions

Write each question you asked and a few notes. Tick each STAR part the answer included. A strong answer does not need every tick every time.

01

STAR = Situation, Task, Action, Result.

QUESTION _____

NOTES _____

STAR ☐ Situation ☐ Task ☐ Action ☐ Result

02

QUESTION _____

NOTES _____

STAR ☐ Situation ☐ Task ☐ Action ☐ Result

03

QUESTION _____

NOTES _____

STAR ☐ Situation ☐ Task ☐ Action ☐ Result

One strength

Be specific: say what you heard.

NOTICED _____

One thing to try

A small step for next time.

TRY _____

My overall comment

Kind, honest and about the interview.

COMMENT _____
