

Recruitment Evaluation Survey Template

All questions are optional. Follow each question's directions.

Write your answers to the open questions in the space provided.

All seven questions are optional and always visible. Use the same completed hiring cycle throughout. Do not collect identifiable candidate information in free text.

1. Which hiring stage caused the most avoidable delay for this completed role?

- ☐ Role approval
- ☐ Job posting
- ☐ Application review
- ☐ Interview scheduling
- ☐ Interview or assessment
- ☐ Decision or offer
- ☐ No avoidable delay
- ☐ Not sure

2. Before applicants were reviewed, how clear were the job-related selection criteria?

- ☐ Not at all clear
- ☐ Slightly clear
- ☐ Moderately clear
- ☐ Very clear
- ☐ Completely clear
- ☐ I did not see the criteria
- ☐ Not sure

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3. How consistently did interviewers use the agreed questions or criteria?

- ☐ Not at all consistently
- ☐ Slightly consistently
- ☐ Moderately consistently
- ☐ Very consistently
- ☐ Completely consistently
- ☐ There was no interview
- ☐ Not sure

4. How well did the team record job-related evidence before its decision?

- ☐ Not at all well
- ☐ Slightly well
- ☐ Moderately well
- ☐ Very well
- ☐ Extremely well
- ☐ I did not review the evidence
- ☐ Not sure

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5. How clear was responsibility for keeping applicants updated at each stage?

- ☐ Not at all clear
- ☐ Slightly clear
- ☐ Moderately clear
- ☐ Very clear
- ☐ Completely clear
- ☐ I did not handle updates
- ☐ Not sure

6. Which process change should the team test for the next comparable role?

- ☐ Clarify criteria before posting
- ☐ Standardize interview questions
- ☐ Reserve scheduling capacity
- ☐ Agree who sends updates
- ☐ Record evidence consistently
- ☐ Simplify approvals
- ☐ No change needed
- ☐ Another change
- ☐ Not sure

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7. What specific step would you change, and how would the team know it improved?
