

Corporate Panel Report (Interview)

Post Title:		Post Number:		Post Level:		Panel Date:	
Competencies Listed in the VA	Competencies or Criteria to be assessed	Assessment Mode:	Panel interview Desk Review				
Professional experience/knowledge	Experience in admin/logistics tasks	Hiring Director:	Name:			Title:	
Self-management and initiative	Facing challenges and obstacles	I have made reference check to the endorsed candidate (please sign):					
Teamwork and communication	working in team and interpersonal skills	I <u>endorse</u> the recommendations of the panel: (please sign):					
Analytical thinking	prioritizing work	I <u>do not endorse</u> the recommendations of the panel: (provide justification):					
Ethics and value	working in a diverse team						
Panel Members	Office/Agency			Telephone Numbers		Signatures:	
Candidate Names	Contact Numbers	Last 3 RCA Ratings		Technical Testing (if applicable)	Interview Score	Rank	Panel Recommendations Fully Recommended Recommended with Reservations Not Recommended

Guideline to Scoring:

0 – No awareness of competency	1 – Basic awareness of competency	2 – Demonstrated beginner user of competency	3 – Demonstrated user of competency	4 – Demonstrated expert in competency	5 – Demonstrated master of competency
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Name of Candidate						
1) Experience/ technical skills	Strengths					
	Weaknesses					
Rating						

Name of Candidate						
2) Self-management and initiative	Strengths					
	Weaknesses					
Rating						

Name of Candidate						
3) teamwork and communication	Strengths					
	Weaknesses					
Rating						

Name of Candidate						
4) analytical thinking	Strengths					
	Weaknesses					
Rating						

Name of Candidate						
5) ethics and values	Strengths					
	Weaknesses					
Rating						
Total		0.0	0.0	0.0	0.0	0.0

Name of Candidate					
Notice period/start date					
Final recommendation/ Any other comments					
Evidence of ability to work in the UN language(s) used in the vacant post				Interviews were conducted in English.	