

# HIRING/INTERVIEW CHECKLIST

NAME \_\_\_\_\_ DATE \_\_\_\_\_

POSITION SOUGHT \_\_\_\_\_

INTERVIEWED BY \_\_\_\_\_

## Qualifications/Abilities

- Relevant restaurant experience
- Culinary degree (or other)
- Proficiency in skill required
- Demonstrated knowledge of food and wine
- Provided references

## Characteristics

- Positive attitude
- Neat in appearance
- Made eye contact/polite
- Spoke clearly (if applicable)
- Willing to learn and work with others

## Notes/Observations

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## Recommendation

- Outstanding       High potential       Satisfactory       Not Suitable