

# Job Interview: Telephone Interview Scorecard

Name \_\_\_\_\_ Chapter \_\_\_\_\_

	Possible Points	Score	Specific Comments
Introduction	22		
Initiative	22		
Communicated effectively	26		
Exhibited ambition and efficiency	30		
Diplomatic and courteous	26		
Gathered appropriate information Contact name Address Date Time	24		
<b>Grand Total</b>	<b>150</b>		

**Overall Comments:**

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