

RESTRICTED (STAFF)

Interview Assessment Form for
Assistant Education Officer (Administration)

Name of Candidate: _____ Candidate No.: _____

Major and Minor Subjects in Degree Course: _____ (Major)
_____ (Minor)

Item	Maximum score	Passing score	Candidate's Score*
1. Manner and Bearing Very good bearing, impressive and agreeable.	10	5	
2. Ideas of Education Clear ideas of the aims and implications of modern education.	11	6	
3.	11	6	
4.	9	5	
5.	11	6	
6.	6	3	
7.	15	8	
8.	5	3	
9.	5	3	
10. Relevance of Qualification (Refer to Notes) Qualification:	2	--	

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11.	Length of Relevant Administrative Experience (Refer to Notes) Full-time/Part-time experience in —	5	--	
	Sub-total	90	45	
12.		10	--	
	Total	100	45	

* Candidate who scores less than the passing score in any item above would not be considered suitable for appointment (except items 10, 11 and 12)

Additional Remarks (if any):

The candidate's manner and bearing were acceptable. He had minimal knowledge of

Recommendation:

Unsuitable for appointment

July 2020

Date

Chairperson

Secretary

Notes:

For item 10 – bonus marks for “Relevance of Qualification”

Apart from minimum qualification requirements (i.e. a bachelor's degree plus a certificate in education, or equivalent), up to 2 bonus marks are awarded to candidates who possess qualifications relevant to the post:

2 marks -

1 mark -

For item 11 – marks awarded for different lengths of “Relevant Administrative Experience”

Up to 5 points are awarded to candidates with administrative experience:

5 marks -

4 marks -

3 marks -

2 marks -

1 mark -