Candidate Debrief Form

**Hiring Manager:**

**Position:**

**Requisition Number:**

**Location:**

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| **Feedback Categories** |
| **Technical Skills** **Source Leading** **Cold Calling** **Develop Proposals and Quotes** **Closing Deals** **Advising and Influencing** **Networking** **Presentations** **Problem Solving** **Tenacity** **Persuasion** |
| **Organizational Skills** **Planning** **Setting Priorities** **Delegation** |
| **Interpersonal Skills** **Client Relations** **Team Player** **Work at all Levels** |
| **Communication Skills** **Written** **Verbal** |
|  **Culture Fit** **HUB Values*** **Entrepreneurship**
* **Balance**
* **Integrity**
* **Teamwork**
* **Discipline**
* **Accountability**

 **Work Style** **Expectations** |
| **Feedback Categories** |
| **Must Haves** **Track Record in Sales** **Prospecting** **Networking Capability** **Relationship Building** **Develop Solutions** **Interpersonal and Communication Skills** **Determination** **Ethics and Integrity** |
| **Desirable** **Insurance Brokerage exp.** **Industry Licenses** |

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| **Candidate 1** |
| **Recruiter Notes** |
| **Manager Feedback** |
| **Candidate 1** |
| **Recruiter Notes** |
| **Manager Feedback** |

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| **Candidate 2** |
| **Recruiter Notes** |
| **Manager Feedback** |
| **Candidate 2** |
| **Recruiter Notes** |
| **Manager Feedback** |

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| **Candidate 3** |
| **Recruiter Notes** |
| **Manager Feedback** |
| **Candidate 3** |
| **Recruiter Notes** |
| **Manager Feedback** |

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