

# Brief Interview Schedule

**Candidates Name:**

**Date of Interview:**

**Interview Time:**

**Position Interviewing for:**

## Opening

Introduction:

Interview Purpose:

Estimate Interview Length:

## Body

Motivational Questions:

- 1.
- 2.
- 3.
- 4.

Educational Questions:

- 1.
- 2.
- 3.
- 4.

Past Experience:

- 1.
- 2.
- 3.
- 4.

Job Expectations:

- 1.
- 2.
- 3.
- 4.

Future Plans:

- 1.
- 2.
- 3.
- 4.

**Closing**

Allow candidate to ask questions.

Thank candidate for their time.

Offer time-frame in which you will contact them with answer.