

CANDIDATE'S NAME	
POSITION	
DATE	
DEVIEWED'S NAME	

The Score Card is used to determine a preliminary score for each candidate and their potential fit for the role.

- 1. Begin with a phone or video interview.
- 2. Complete this Scorecard using the data collected from the phone interview, resume, and completed Skill Survey.
- 3. Use the completed Scorecards to compare each candidate (on an apples-to-apples basis) to decide who moves on to the next step in the interview process.

## **SCORING KEY**

**3 = Excellent** | Proven experience, background, and past examples that are a strong fit for this role.

**2 = Competent** | Experience, background, and examples that are a potential fit for this role.

1 = Below Average | Experience background and examples that could be a detriment to this role.

Bonus = +1 | Exceptional experience or characteristics that go above and beyond the desired require

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SI	CILL SURVEY ANSWERS TO SCORE	SCORE
1.	How long have you held P&L responsibility? What were the sizes of the businesses (in dollars)?	
2.	Tell us about your most successful experience where you were personally responsible for building (or rebuilding) a strong senior leadership team (# of people/ functions / titles)?	
3.	Describe your experience successfully executing a buy and build strategy? What was the most challenging part of post-acquisition integration and which strategies/tools have you found most valuable to enable a successful transition?	
4.	Do you have experience leading a successful cultural change from a family-owned company to a high-performing, metrics-driven organization?	
5.	Describe your success creating significant shareholder value in the past. Which initiatives led to your success (e.g. M&A, facility optimization and lean manufacturing, implementation of new compensation schemes, new ERP implementation, establishing new pricing structures with customers, negotiating new supplier relationships/contracts, etc.)? Please provide the measurable results obtained.	
6.	Do you have prior experience serving as an executive in a Private Equity-backed company? If so, did this result in or lead to an exit? Please include an estimate of the return generated to investors and the revenue/EBITDA at the time of purchase and/or sale.	
	SKILL SURVEY TOTAL SCORE	

ADDITIONAL CONSIDERATIONS	YES/NO/UNCERTAIN
Education Fit Is the candidate's formal education and training an asset to this role?	
Relocation Fit  Does the candidate have minimal hurdles to relocation (home ownership, employed spouse, children in grade school, cost of living difference, etc.)?	
Motivation Fit How interested is the candidate? Will your opportunity compete with the candidate's current role, an upcoming promotion, possible counter offers, or other ongoing interviews with competitors?	
Compensation Fit Will we be able to offer a total compensation package that will motivate the candidate to make a change?	
Communication Fit Is the candidate a strong communicator who is easy to understand?	

For each candidate that moves forward, now is the time to start the reference check process (<a href="www.outmatch.com">www.outmatch.com</a>) background check process (<a href="www.elearcheck.com">www.elearcheck.com</a>) and assessment process (<a href="www.hogan.com">www.hogan.com</a>). Remember, the more data and information you can collect <a href="earlier in the">earlier in the</a> interview process, the better - as this will make for much better interviews and hiring decisions.

**ADDITIONAL REVIEW NOTES:**