

## Job Interview Resume Scorecard

Name \_\_\_\_\_

Club \_\_\_\_\_

Age \_\_\_\_\_

Job Position Applied For: \_\_\_\_\_

	Possible Score	Participant's Score
<b>Format</b>		
* Appropriate Font	2	
* Structure	2	
* Limited to two pages	4	
<b>Content</b>		
* Contact information conveyed	25	
* Position sought or employment objective	25	
* Identified education or relevant course-work	25	
* Identified relevant experience & skills	25	
* Identified achievements & honors	25	
* Mentioned/had references	25	
<b>Grammar</b>	4	
<b>Punctuation</b>	4	
<b>Spelling</b>	4	
<b>General Appearance</b>		
* Overall impression	15	
* Readability and flow/spacing	15	
<b>Total</b>	200	

**Comments:**

Judge's Signature: \_\_\_\_\_

Date: \_\_\_\_\_