

Candidate Shortlist Checklist

	Excellent (5 pts)	Very Good (4 pts)	Good (3 pts)	Average (2 pts)	Poor (1 pt)
Essential Skill 1					
Essential Skill 2					
Essential Skill 3					
Essential Skill 4					
Essential Skill 5					
Desirable Skill 1					
Desirable Skill 2					
Desirable Skill 3					
Desirable Skill 4					
Desirable Skill 5					
Candidate Total					
Notes					
Overall Total					