**Candidate Feedback Questionnaire**

**<Insert Campaign Name & date>**

We are always looking to improve our processes, and would appreciate if you could complete this brief 3-minute questionnaire giving feedback on your experience of the recruitment and selection process.

The questionnaire is anonymous. We will only use the information to evaluate the recruitment and selection process.

Please tick [✓] where appropriate

1. **Gender:** Male  Female  Prefer not to say
2. **Age:**

|  |  |  |
| --- | --- | --- |
| <20 | 20-24 | 25-29 |
| 30 – 34 | 35-39 | 40-44 |
| 45-49 | 50-54 | 55-59 |
|  | 60+ | Prefer not to say |

1. **Experience and Education**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| I am currently: | In full time employment (HSE) | In full time employment (non HSE) | In full time education | In part time education or part time employment | Not working or studying |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please indicate, to the nearest year, your number of years work experience overall: | 0-1yrs | 2-3yrs | 4-5yrs | 6+yrs |

|  |  |  |  |
| --- | --- | --- | --- |
| My highest educational achievement to date is: | Diploma | Degree | Post Graduate Qualification |
|  |  |  |

1. **The application process:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **:** |  | |  | |  |
| How would you rate the presentation and content of the advertisement? | Not helpful | Helpful | | Very Helpful | |
|  |  | |  | |

|  |  |  |
| --- | --- | --- |
| Did you use HSE job search to read up on information related  to the competition (for example, Job Specification, Additional Information)? | Yes | No |

|  |  |  |  |
| --- | --- | --- | --- |
| If you answered ‘yes’ above, how satisfied were you with the information provided? | Dissatisfied | Satisfied | Very Satisfied |
|  |  |  |
| Is there any information you would have liked to see included or excluded? | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| How satisfied were you with the application process? | Dissatisfied | Satisfied | Very Satisfied |
|  |  |  |
| Additional comments: | | | |

1. **Interview process**

|  |  |  |  |
| --- | --- | --- | --- |
| Did you attend an onsite interview? | | Yes | No |
| Did you attend an online interview | | Yes | No |
| Please indicate which, if any, format you prefer. | Onsite | Online | No Preference |

|  |  |  |  |
| --- | --- | --- | --- |
| Which style of interview do you prefer? | Structured Interview  (*question areas available in advance)* | Unstructured interview  (*question areas not available in advance)* | No preference |
|  |  |  |
| Additional comments: | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| How would you rate the usefulness of the interview preparation material provided? | Not useful | Useful | Very useful |
|  |  |  |
| Please note below any information you feel should be added to, or removed from, the interview preparation material. | | | |

Please indicate the degree to which you agree with the following statements.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Strongly disagree | Agree | Strongly agree |
| The interview board made me feel welcome. |  |  |  |
| Interview board members introduced themselves. |  |  |  |
| Interview board members were well prepared. |  |  |  |
| Interview board members were professional and courteous. |  |  |  |
| The interview questions were relevant and made sense. |  |  |  |
| I was able to demonstrate my experience and knowledge relevant to the role. |  |  |  |

Please provide any suggestions on how you think we can improve the interview process, in the space below.

|  |
| --- |
|  |

1. **Recruitment and administrative team**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Strongly disagree | Agree | Strongly agree |
| The team responded promptly to queries. |  |  |  |
| All correspondence was professional and easy to understand. |  |  |  |
| The team were always helpful. |  |  |  |
| Staff on the day were welcoming and helpful |  |  |  |

1. **Onsite facilities (if applicable)**

How would you rate the facilities on the day?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Poor | Satisfactory | Good | Excellent |
| Waiting area |  |  |  |  |
| Interview room. |  |  |  |  |
| Location |  |  |  |  |

Please comment on any aspect of the above, indicating what improvements would you like to see:

|  |
| --- |
|  |

Thank you for taking the time to complete this questionnaire.