

Indicator	Strong	Moderate	Weak	Points Weight	Tota
	5-4 pts	3-2 pts	1-0	Earned Weight	1044
Consistent with Resume	Name, education, experience, and other personal information provided on resume.	Name, education, experience, and other personal information generally matches information provided on resume.	Name, education, experience, and other personal information do not match information provided on resume.	x 2	
Grammar, Punctation, and Spelling	Spelling, grammar, and punctuation are extremely high quality with two or less errors in the document.	Spelling, grammar, and punctuation are adequate with three to five errors in the document.	Spelling, grammar, and punctuation are less than adequate with six or more errors in the document.	x 3	
Form Completed	Entire Application was completed with "N/A" indicated where appropriate.	Majority of the application was completed with few blank fields.	Several blank spaces and missing information; "N/A" used inappropriately.	x 2	
Overall Impression	Application was consistent and appropriately highlighted candidates' qualifications for the position.	Application was consistent and generally highlighted candidates' qualifications for the position.	The application was not consistent and did not highlight candidates' qualifications for the position.	x 3	
To Maximum:					