

# Career Development Contest (RESUME)

Contestant: \_\_\_\_\_

State: \_\_\_\_\_

Job Title: \_\_\_\_\_

Circle the points that indicate your evaluation of this entry. Scores of 9-10 are superior, 7-8 are slightly above average, 4-6 are average and 1-3 are below average. Feel free to note observations that may be helpful to contestants in preparing for the future.

Lowest Highest  
1 2 3 4 5 6 7 8 9 10

**1. Content** .....  
Is there adequate information in which the job they are applying for? Do they include all the basics (education, experience, extracurricular activities, etc.)  
Do they provide adequate information for you to contact them?

*Comments:*

**2. Creativity and Design**..... 1 2 3 4 5 6 7 8 9 10

Is it eye catching? Did they create their own layout, or use a resume builder?  
How is their design and layout? Is it original? Did they use appropriate font styles, sizes, and spacing?

*Comments:*

**3. Organization**..... 1 2 3 4 5 6 7 8 9 10

Did they prioritize their activities? Did they provide enough information?  
Are the margins appropriate? Are the bullets and headings aligned correctly?

*Comments:*

**4. Style & Grammar** ..... 1 2 3 4 5 6 7 8 9 10

Is the entry free of spelling, punctuation, and grammar errors?

*Comments:*

**5. Overall Effectiveness**..... 1 2 3 4 5 6 7 8 9 10

As an employer would you interview them for the job?  
Is it designed in a way that it is easy to read and understand?

*Comments:*

**Total Points:** \_\_\_\_\_

**Ranking:** \_\_\_\_\_

**Judge:** \_\_\_\_\_

# Career Development Contest (INTERVIEW)

Contestant: \_\_\_\_\_

State: \_\_\_\_\_

Job Title: \_\_\_\_\_

Circle the points that indicate your evaluation of this entry. Scores of 9-10 are superior, 7-8 are slightly above average, 4-6 are average and 1-3 are below average. Feel free to note observations that may be helpful to contestants in preparing for future interviews.

1. **Selling Point**..... Lowest Highest  
1 2 3 4 5 6 7 8 9 10

Did they make themselves fit the title of the job description?

Do they know themselves and the job they applied for?

*Comments:*

2. **Response to Questions**..... 1 2 3 4 5 6 7 8 9 10

Did they answer the questions correctly? Do their responses indicate originality, familiarity with the subject and the ability to think quickly? Do you feel as if they are knowledgeable about the job and themselves?

*Comments:*

3. **Language & Communication**..... 1 2 3 4 5 6 7 8 9 10

Did they have the ability to communicate effectively? How was their language and tone of voice?

*Comments:*

4. **Appearance**..... 1 2 3 4 5 6 7 8 9 10

Are they dressed to impress? Is their poise professional?

Did they have good manners?

*Comments:*

5. **Total Effectiveness**..... 1 2 3 4 5 6 7 8 9 10

As an employer would you hire them for the job? Do you feel they have the qualities you are looking for in an employee?

*Comments:*

**Total Points:** \_\_\_\_\_

**Ranking:** \_\_\_\_\_

**Judge:** \_\_\_\_\_