

Date	
Interviewer name	
Overall Assessment	
Grade (A, B, B+, C)	
Signature of Interviewer	
For Partner (name)	

For Office Use

Preliminary Information about the candidate:

Sr.	Particulars	Answers	Remarks
1.	Full Name (In Capital)		
2.	Native Place		
3.	Family background / occupation		
4.	Married/Planning for kids?		
5.	Pune Address / Current City Address		
6.	Own a vehicle? Can drive?		
7.	Whether any constraints for traveling long distance in Pune or outstation?		
8.	Audited any listed companies? Name them		
9.	Area of Interest in terms of Audit / Taxation		
10.	Reason for leaving the current / last job, if any		
11.	Whether you have applied for jobs at other places? Please name them.		
12.	How did you hear about us and what do you know about us?		
13.	If selected what is the earliest date you can join?		
14.	Minimum commitment in terms of no. of years		
15.	Current / Expected Salary		

Basic Questionnaire

1.	Describe yourself as a person. Name 2 Strengths and 2 Weaknesses?		
2.	Have you carried out work where meticulous <i>process study</i> , <i>documentation</i> and audit is required?		
3.	Describe your ability to prepare descriptive reports		
4.	Describe your ability to make PowerPoint presentations		
5.	Have you ever had to resolve a conflict with a coworker or client? How did you resolve it?		
6.	What kinds of responsibilities would you like to avoid in your next job?		
7.	Do you prefer working alone or in teams?		
8.	Describe maximum size and composition of teams you have led?		
9.	If you had the opportunity to change anything in your career, what would you have done differently?		
10.	Whether enrolled for IFRS study either via classes or e-learning?		
11.	What specific goals other than those related to your occupation, have you established for yourself for the next ten years?		
12.	What two or three accomplishments (in your career) have given you the most satisfaction?		
13.	What do you do in spare time?		
14.	Do you have plans for continued study? An advanced degree?		
15.	Exam leave, if any that would be required		