**Comparative assessment prior to interview**

Date:
Candidate’s name:
Title and name of assessor:
Contact details, assessor (e-mail, phone):

Halmstad University is very grateful for your participation as scientific assessor. Based on your expertise and specialist knowledge we would like to ask you for a qualitative and quantitative assessment of the applicant’s qualifications.

At Halmstad University we strive to attain equality between men and women in our recruitment and promotion processes. Hence, we are sensitive to inequalities with respect to gender that may occur in the scientific assessment of the candidates. Such inequalities include the risk of judging female candidates less independent than male candidates, the risk of attributing a higher development potential and a larger originality to male candidates, as well as the tendency of writing longer assessment reports on male candidates. We ask you as an assessor to please bear this in mind.

Describe how you interpreted your assignment as an expert (in relation to the employment plan, announcement text, guidelines for approval of associate professor or excellent teacher):

Based on your assessment, we would like you to divide the candidates into three groups (without further ranking): 1) top candidates, 2) qualified candidates but not top candidates, and 3) candidates not considered for the position.

1. Please, list the names of the top candidates you consider being best qualified for the position and indicate the most important facts speaking in favor of those candidates.
2. Please, list the names of the candidates you consider being qualified for the position and worthy of further consideration, although not top candidates. Indicate in a few sentences the most important facts speaking in favor of those candidates

3) Please, list the names of the candidates that should not be considered for further evaluation. Indicate in a few sentences the reason why those candidates should be rejected.

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Datum och signatur

Please print and sign the assessment report. Then scan it and upload it into our recruitment system or send it by e-mail to helpdesk.hr@hh.se. We do not need any paper copy of the report.