**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.

The assessment shall be based on the University's employment regulations and Guidelines for recruitment and promotion.

The University's recruitment, promotion and appointment processes shall be free from discrimination and work to promote equal rights and opportunities regardless of gender and other factors. We ask you as an expert to be aware of the risks of making irrelevant distinctions in the assessment of the applicant.

For the applicants who are considered most interesting for the position, it shall be clearly stated that they are qualified for the position.

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

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.