

JBBA National Show and Convention

Professional Development Contest – Interview

Name _____

Resume Content – 20 points possible					
Activities	<u>10-8 points</u> <ul style="list-style-type: none"> Activities are up to date. Activities have a strong correlation to the job. 	<u>7-5 points</u> <ul style="list-style-type: none"> Activities are dated. Activities are only slightly related to the job. 	<u>4-0 points</u> <ul style="list-style-type: none"> Activities are outdated and irrelevant to this job. 	<u>Points earned</u>	10 points possible
Experience	<u>5-4 points</u> <ul style="list-style-type: none"> Experience is very relevant to the job. 	<u>3-2 points</u> <ul style="list-style-type: none"> Experience is moderately relevant to the job. 	<u>1-0 points</u> <ul style="list-style-type: none"> Little to no relevant experience is presented. 		5 points possible
Education	<u>5-4 points</u> <ul style="list-style-type: none"> Strong evidence of knowledge and background in the field. 	<u>3-2 points</u> <ul style="list-style-type: none"> Some evidence of knowledge and background 	<u>1-0 points</u> <ul style="list-style-type: none"> Little to no evidence of knowledge nor understanding is presented. 		5 points possible
Total points for this section					20 points possible

Judge’s Resume and Cover Letter Comments:

Resume Organization – 15 points possible					
Layout	<u>5-4 points</u> <ul style="list-style-type: none"> Layout is well thought out, clearly organized, and concise. 	<u>3-2 points</u> <ul style="list-style-type: none"> Layout is moderately easy to follow, with a few lacking clear constructions. 	<u>1-0 points</u> <ul style="list-style-type: none"> Layout is presented in an unorganized and awkward fashion. 	<u>Points earned</u>	5 points possible
Grammar/ Spelling	<u>10-8 points</u> <ul style="list-style-type: none"> Grammar is extremely high quality, with 2 or fewer errors in the resume. 	<u>7-5 points</u> <ul style="list-style-type: none"> Grammar is adequate with 3-5 errors in the resume. 	<u>4-0 points</u> <ul style="list-style-type: none"> Grammar is less than adequate with 6 or more errors in the resume. 		10 points possible
Total points for this section					15 points possible

Cover Letter – 15 points possible					
Layout	<u>5-4 points</u> <ul style="list-style-type: none"> Layout is well thought out, clearly organized, and concise. 	<u>3-2 points</u> <ul style="list-style-type: none"> Layout is moderately easy to follow, with a few lacking clear constructions. 	<u>1-0 points</u> <ul style="list-style-type: none"> Layout is presented in an unorganized and awkward fashion. 	<u>Points earned</u>	5 points possible
Grammar/ Spelling	<u>10-8 points</u> <ul style="list-style-type: none"> Grammar is extremely high quality, with 2 or fewer errors in the letter. 	<u>7-5 points</u> <ul style="list-style-type: none"> Grammar is adequate with 3-5 errors in the letter. 	<u>4-0 points</u> <ul style="list-style-type: none"> Grammar is less than adequate with 6 or more errors in the letter. 		10 points possible
Total points for this section					15 points possible

Interview – 50 points						
Content	<u>25- 17 points</u> <ul style="list-style-type: none"> • Answer shows thorough knowledge of the question presented. • Supports answer with strong evidence. • Examples are original, logical, and relevant. 	<u>16-8 points</u> <ul style="list-style-type: none"> • Answer shows a moderate knowledge of the question presented. • Some evidence and examples are presented, but are weak 	<u>7-0 points</u> <ul style="list-style-type: none"> • Answers show little to no knowledge of the topic. • No evidence of prior preparation • Evidence and examples are either absent or not applicable. 	<u>Points earned</u>	25 points possible	
Ability to answer	<u>25-17 points</u> <ul style="list-style-type: none"> • Applicant effectively communicates a well thought out response. • Eye contact consistently and effectively used. • Is extremely well poised. • Great/confident posture and positive body language. 	<u>16-8 points</u> <ul style="list-style-type: none"> • Applicant articulates an understandable response that is disorganized. • Eye contact is present 50% of the time. • Somewhat well poised. • Evidence of effort in posture and somewhat positive body posture. 	<u>7-0 points</u> <ul style="list-style-type: none"> • Applicant’s answers are irrelevant and cause confusion. • Eye contact is awkward/not present. • No evidence of effort in poise or professional mannerisms. 		25 points possible	
Total points for this section						50 points possible

Judge’s Interview Comments:
