Peer Interviewing
Introduction Scripts

✓ Begin the interview by introducing yourself and the team

Hello_______, I’m ____________ in (department or job).
I’d like to introduce you to __________ in ___________
(dept/job) and __________ in __________(dept/job)

✓ Explain Peer Interviewing to the candidate

This type of interview might be different for you, but we have found that when we have peers interview, our success rate for finding the right choice to join our team is substantially higher.

✓ Then explain the interviewing process

We will ask questions about specific job situations you’ve been in and how you’ve handled them. There isn’t any right or wrong answers. To make sure we remember your answer, we’ll be taking notes.

✓ Ask for Candidate Questions BEFORE you begin the interview

Before we get started, do you have any questions about the process?