

Interview Questionnaire - Maintenance

Bilingual

Candidate Name: _____ Date: _____

First Choice Position: _____ Second Choice: _____

If willing to take a step down in title, why? _____

Phone: Cell: _____ Home: _____

Email: _____ DOB: _____

Date Available: _____ Schedule Restrictions: _____

Location: Ideal: _____ Max North: _____ Max South: _____

Do you owe any apartment communities money? _____ Are you paying it off? _____

Direct Hire Temp-to-Hire Temp Temp Only Pref: FT PT

Pay Desired: _____ Min. Pay: _____ How did you hear about us? _____

Experience:	Years of Experience: _____	Years of Onsite Experience: _____
	Onsite _____	Property: _____
	Maint. In General: _____	Position: _____
		Unit Count: _____
		Property Type: _____
		Year _____

Made Copy of EPA/CPO: Yes No

Name of interviewer verifying that we have a copy of documents

X _____

Years of Onsite Experience: _____
Property: _____
Position: _____
Unit Count: _____
Property Type: _____
Year _____

*Look thru & note on resume the reason they left their last 4-5 jobs, or jobs dating back 5-6 years. (If there are employment gaps, find out why.)

Companies you CAN'T or do NOT want to work for? _____

Skills:	# of years:	Skills:	# of years:	Bilingual	<input type="checkbox"/>
<input type="checkbox"/> Sheetrock	_____	<input type="checkbox"/> CPO	_____	<input type="checkbox"/> Rehab:	_____
<input type="checkbox"/> Carpeting	_____	<input type="checkbox"/> HVAC Exp	_____	<input type="checkbox"/> Tax Credit/ Sec 8:	_____
<input type="checkbox"/> Painting	_____	<input type="checkbox"/> EPA	_____	<input type="checkbox"/> New Construction:	_____
<input type="checkbox"/> Plumbing	_____	<input type="checkbox"/> Appl. Repair	_____		
<input type="checkbox"/> Electric	_____	Own Tools	<input type="checkbox"/>		
<input type="checkbox"/> Pool Chemicals	_____				

Strongest skills: _____ Weakest Skills: _____

Visible Tattoos? Y N (Where? _____) Piercings? Y N

Property Type: A+ A B C DNU

Interview Completed by: _____