

Subject: Post-Interview Evaluation - [Candidate Name] - [Job Title]

Dear [Hiring Manager Name],

Thank you for the opportunity to conduct the final stage interview with [Candidate Name] for the [Job Title] position on [Date].

After reviewing the candidate's performance against the core requirements of the role, please find my final evaluation below:

Technical Competency:

[Insert summary of candidate's technical skills and task performance]

Cultural Fit & Soft Skills:

[Insert notes on communication style, leadership potential, and alignment with company values]

Key Strengths:

- [Strength 1]
- [Strength 2]
- [Strength 3]

Areas of Concern:

- [Concern/Risk 1 or N/A]

Final Recommendation:

[Hire / Do Not Hire / Move to Reference Check]

Justification:

[Briefly explain the reasoning behind your recommendation]

I am available to discuss these findings in further detail if required. Please let me know how you would like to proceed.

Best regards,

[Your Name]

[Your Job Title]

[Your Department]