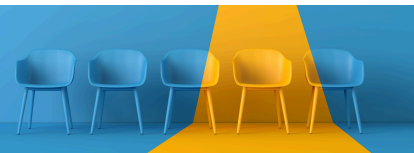




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Company Fit Checklist for Direct Hire



Candidate Name: _____ Date: _____

*Mark boxes "Y" for yes, "N" for No, and "?" for Unknown.

Alignment with Company Values	<input type="checkbox"/> Does the candidate's work ethic align with the organization's culture? <input type="checkbox"/> Do their personal and professional values resonate with the company's mission? <input type="checkbox"/> Can they articulate how their goals align with the company's long-term vision?
Communication Style	<input type="checkbox"/> Does the candidate communicate clearly and effectively in both verbal and written formats? <input type="checkbox"/> Are they receptive to constructive feedback and willing to engage in open discussions? <input type="checkbox"/> Do they actively listen and contribute meaningfully during conversations?
Teamwork Abilities	<input type="checkbox"/> Does the candidate demonstrate an ability to collaborate effectively with others? <input type="checkbox"/> Have they provided examples of working successfully on a team in previous roles? <input type="checkbox"/> Do they seem comfortable building professional relationships across departments?
Problem-Solving Skills	<input type="checkbox"/> Can the candidate provide examples of how they've identified and addressed challenges in previous roles? <input type="checkbox"/> Do they demonstrate critical thinking and a proactive approach to problem-solving? <input type="checkbox"/> Are they open to creative or unconventional solutions when necessary?
Adaptability	<input type="checkbox"/> Has the candidate shown flexibility when faced with change or unexpected situations? <input type="checkbox"/> Do they display a positive attitude when discussing challenges or setbacks? <input type="checkbox"/> Are they willing to learn new systems, processes, or skills to succeed?
Overall Fit	<input type="checkbox"/> Do their skills, experience, and personality match the needs of the role? <input type="checkbox"/> Does the candidate demonstrate enthusiasm for the position and the organization? <input type="checkbox"/> Based on your interactions, would you enjoy working with this person daily?
Total Score	Y: __ N: __ ? : __

Additional Notes:

Scoring Range

- **15–18 "Yes" Responses**

The candidate is an excellent fit! They align strongly with your organization's values and culture, making them a great choice for the role.

- **10–14 "Yes" Responses**

The candidate shows solid potential but may have a few areas where alignment isn't perfect. Consider addressing these areas in follow-up interviews or initial onboarding to set them up for success.

- **Less than 10 "Yes" Responses**

The candidate might not be the best fit for your company's culture or needs. Use this as a chance to reflect on their alignment with the role and discuss any concerns before proceeding further.