

Annexure V



Royal University of Bhutan

Interview Form (Academics): Viva Voce Royal University of Bhutan

Name of the candidate: _____

Subject: _____

Criteria	Factors	Marks	Marks awarded
1. Personality (05)	1.1 General appearance and disposition	05	
2. Language Proficiency (20)	2.1 Dzongkha (Fluency, clarity & vocabulary)	10	
	2.2 English (Fluency, clarity & vocabulary)	10	
3. Intelligence, Ability & Competence (75) (Knowledge, Skills & Understanding)	3.1 Subject knowledge, including relevant general awareness	30	
	3.2 Marks obtained in the Written/Online Exam	30	
	3.3 Presentation skills (organisation of thoughts)	05	
	3.4 Analytical skills	05	
	3.5 Ability to comprehend issues with promptness	05	
	Total Marks	100	

Place:

Date:

Name & signature of the committee member:

A Guideline - Selection Criteria Description for Academic Positions

Approach: Viva Voce

The whole of the assessment would be based on a discussion on profession that the candidate has applied for. It covers his/her understanding of the situation; the joys and frustrations of the work; his/her ability to inspire other colleagues as well as his/her passion for the job and aspiration for the organization.

CRITERIA	FACTORS	DESCRIPTIONS
1. Personality	1.1 <i>General appearance and disposition</i>	Assessment of the personality is based on how the candidate holds and presents during the interview. Assessment can be made in terms of the candidate's: • openness to ideas, • firmness in well considered views • track record of high integrity, honesty and professionalism. <i>Here the panel may want to discuss/ask questions which will give an understanding of the values and goals of the candidate in life.</i>
	2.1 Dzongkha <i>(Fluency, clarity & Vocabulary)</i>	Assessment of the Language proficiency (both Dzongkha and English) may be done in the context of the general discussion on the leadership and management role of the position. <i>Here the panel may assess the language proficiency in terms of the candidate's ability to:</i> • organize his/her thoughts and present clearly. • read and understand • communicate effectively • demonstrate fluency, clarity and vocabulary usage.
2. Language & Communication	2.2 English <i>(Fluency, clarity & Vocabulary)</i>	
3. Intelligent, ability & competence (Knowledge, Skills & understanding)	3.1 Subject knowledge, including relevant general awareness <i>(knowledge, skill, interest & experience)</i>	Assessment on professional subjects can be based on: • the knowledge, skills and understanding of the relevant subjects • experience of any form related to the profession.
	3.2 Marks obtained in the Written/ Online Exam	Assessment shall be drawn based on the score of the candidate in written/online examination, i.e. 30% of the score obtained in written/online examination
	3.3 Presentation skills <i>(Organization of thoughts)</i>	Assessment is based on how the candidate presents his/her thoughts and understandings during the interview.
	3.4 Analytical skills	The analytical skills may be judged from the discussion of the situational analysis of the present as well as future work situation. This can be assessed in terms of the candidate's ability to: • comprehend issues with promptness • respond and resolve issues as presented in the case <i>Thus the panel may present cases or problems and ask the candidate on his/her reactions and views.</i>
	3.5 Ability to comprehend issues with promptness	