####

#### Judge Number Contestant Number

**Technical Scoring Rubric**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Below Average** | **Average** | **Good** | **Excellent** | **Points Awarded** |
| Contestant submitted the correct information and in the correct format.* Cover Letter - PDF format
* Résumé - PDF format

***All points or none are awarded by the technical judge.*** | 10 |  |
| **Cover Letter (Does *not* need to follow the** [[***Style & Reference Manual***](http://www.bpa.org/sdownload/2017-18_SPS_Style_Reference_Manual.pdf)](http://www.bpa.org/sdownload/2017-18_SPS_Style_Reference_Manual.pdf)**, but should be business letter format)** |
|  Introduction and addressed correctly | 1-5 | 6-10 | 11-15 | 16-20 |  |
|  Skills relevant to position | 1-5 | 6-10 | 11-15 | 16-20 |  |
|  Closing | 1-5 | 6-10 | 11-15 | 16-20 |  |
|  Correct grammar and spelling | 1-5 | 6-10 | 11-15 | 16-20 |  |
| **Résumé** |
|  Position applying for listed | 1-5 | 6-10 | 11-15 | 16-20 |  |
|  Layout | 1-5 | 6-10 | 11-15 | 16-20 |  |
| Reverse chronological order of work history (all paid and unpaid work experiences) | 1-5 | 6-10 | 11-15 | 16-20 |  |
|  Correct grammar and spelling | 1-5 | 6-10 | 11-15 | 16-20 |  |
| **TOTAL TECHNICAL POINTS (170 points maximum)** |  |