

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 07/08/2024

Do you have any travel plans? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, where?
Expected date of travel:	Purpose:
Do you have a pending case? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, what kind of case:

Applicant's Complete Name:	Cres Hershey Nadela	Nickname:	Hershey
Position Applied	CSR-Voice	Marital Status	Married
No. of Kids:	2	Age	30

**Source of Application:**

<input type="checkbox"/> WALK-IN	<input type="checkbox"/> FACEBOOK	<input type="checkbox"/> JOBSTREET	<input checked="" type="checkbox"/> MYNIMO	<input type="checkbox"/> REFERRAL pls. specify the name:	<input type="checkbox"/> OTHERS:
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**Please use this form as a guide to assess or evaluate the applicant's qualifications for employment.**

Typing Test	WPM	<b>38</b>	Accuracy	<b>100</b>	<input checked="" type="checkbox"/> Pass	<input type="checkbox"/> Fail	Expected Salary	21k	Availability	ASAP
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**A. IS THE APPLICANT PREPARED FOR THE INTERVIEW?**  PRESENTABLE  YES  NO  AVERAGE

**B. COMMUNICATION SKILLS**  EXCELLENT  SATISFACTORY  NEEDS IMPROVEMENT

**COMPREHENSION SKILLS**  EXCELLENT  SATISFACTORY  NEEDS IMPROVEMENT

**C. WORK EXPERIENCE (Latest 3)**

EMPLOYER	EMPLOYMENT DATE	ACCOUNT/ POSITION	ALL-IN SALARY	REASON FOR LEAVING
Phesco Incorporated (Non-BPO)	Feb 2020-Apr 2024 (4 years & 2 months)	Project Secretary/ Document Controller/ Pollution Control Officer	16k-17k	looking for career growth and job security
Teletech (BPO)	Sep 2018-Feb 2019 (5 months)	Bestbuy	20k	seasonal account
Commonwealth Insurance (Non-BPO)	Dec 2014-Jun 2015 (6 months)	Office Clerk	8k	looking for higher compensation & growth

**HR Interview**

Interviewer:	Nina	Date Interviewed:	July 6, 2024
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Remarks:  
 good tone, minor pronunciation mistakes, ok grammar, can express ok

- has 2 kids > 7 y.o, 6 y.o; has 2 siblings, middle child; currently staying in Quiot Pardo but will be moving out next week around Gorordo - living alone
- husband > dental technologist, currently in Sulu but they're both providing for their family; kids are both studying > currently in Borbon with her mom
- gap between Teletech & Phesco > went to her husband's hometown in Sulu and studied her masters there; however, they encountered some difficulties so she decided to go back in Cebu for good; wants to pursue masters but it's not her priority as of the moment
- after June 2015 > took care of her terminally ill grandmother for 2 years - diagnosed with lung cancer
- wants to work in bpo again bc she likes the culture and work ethics, different from other industry's settings, more comfortable and healthy on the mind, more opportunities, great engagement and training
- why iploy > first time hearing about the company, wanted to try her luck and learn more about it
- long term plan > stay for at least 3-4 years, aim for higher position, grow professionally
- what to expect from her > do job efficiently, do better, be creative, particular in adherence, perform well, committed
- no attendance issues; no medical conditions
- WOS; fully vaxxed > Sinovac
- willing to undergo PEME once hired
- open to graveyard shift and any changes in work schedule (regardless of the time)

<b>Result</b>	<input checked="" type="checkbox"/> <b>Passed</b>	<input type="checkbox"/> <b>Failed</b>
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**OM/OD Interview**

Interviewer:	Iris	Date Interviewed:	July 8, 2024
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Remarks:  
 Comms: 5.3/10  
 BPO exp: 5 months (Bestbuy)

- Learned about the hiring on Mynimo.
- Got interested because of the CSR position.
- Decided to return to the BPO industry to grow professionally.
- Has 2 kids, and her mother is looking after them in Borbon, Cebu.
- Planning to stay in Gorordo with her brother.
- Assures that she will have good performance and no attendance issues.
- She is passionate and committed to her job.
- Expected basic pay: 18k; all-in: 20-21k but negotiable.
- Available to start next week, Monday.

<b>Result</b>	<input checked="" type="checkbox"/>	<b>Passed</b>	<input type="checkbox"/>	<b>Failed</b>
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<input type="checkbox"/> <b>Keep in Pool (Ben)</b>	<input type="checkbox"/> <b>Keep-in-pool (Initial interview and OM/DM interview)</b>	<input type="checkbox"/> <b>No Show</b>
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