

INTERVIEW ASSESSMENT FORM

DATE TODAY: **July 15, 2024**

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

Applicant's Complete Name: Kclyn Marie Pielago Jaicten	Nickname: KC
Position Applied: CSR-V	Marital Status: Single
No. of Kids: 1	Age: 32

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	<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	38	Accuracy	97	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	<i>25-30k but is okay with the offer</i>	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	ALL-IN SALARY	REASON FOR LEAVING
Conduent (BPO)	Mach 13, 2023- June 29, 2024, 1 yr and 3 months	Marriot Hotel Reservations	24k	Looking for a fixed schedule
Wipro (BPO)	August 16, 2019- February 16, 2023, 3 years and 6 months	United Airlines	23k	Frequent change of rest days
Crown Regency Hotels and Towers (NON BPO)	November 10, 2010- August 15, 2019, 8 years and 9 months	Sales Account Manager	12k	No salary increase on the last role

HR Interview

Interviewer:	Hanna	Date Interviewed:	July 12, 2024
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Remarks:

- Okay to work on-site and has no problems working in any given schedule. Willing to undergo PEME.
- KC is the second among three siblings. The eldest worked as a nurse while the youngest worked as a call center agent in one of the BPO companies here in Cebu. Her mom already passed away while his dad worked in the real estate industry.
- She has a 5-year-old son and her partner worked as a mechanical engineer. Claimed that her partner can sustain the needs of the family which is why she is just okay with the offer and the reason why she wanted to work here in iPloy because of the fixed rest days since her Sunday is the busiest day of the week since she needed to attend the church with her family and have time for her kid. For the past years having a child did not affect her schedule adherence and she is confident that she can work effectively here in iPloy.
- Willing to start as soon as possible.

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

Interviewer:	Date Interviewed:
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Comms 5.5/10 Okay comms, Over 5 years bpo experience, csr role. Claims no issues with attendance, okay with healthcare account. Likes the weekends off and salary appraisal. Okay with the salary package. Good tenure from past employers. Loves the schedules and location of iPloy. Can start asap.

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