

INTERVIEW ASSESSMENT FORM

DATE TODAY: **June 15, 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: Rose Ann Planas	Nickname: Ling
Position Applied: CSR-V	Marital Status: Single
No. of Kids: 0	Age: 23

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	35	Accuracy	100	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	20k	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
Metrics Call Service (BPO)	April 01, 2024- July 03, 2024; 4 months	Retail	15, 500	The client backed out and they were retrenched
Anitas Home Bakeshop (NON BPO)	December 09, 2022- September 20, 2023; 9 months	Sales Crew	12-13k	Relocated to Talisay so that she could look for a job while attending to her aunt who was ill. Her aunt's children are not around.
Donam Kimchi Samgyupsal (NON BPO)	April 2022- December 2022; 8 months	Cashier and waitress	10k	Problems with the management.

HR Interview

Interviewer:	Hanna	Date Interviewed:	July 15, 2024
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Remarks:

- Okay to work on-site and has no problems working in any given schedule. Willing to undergo PEME.
- Ling is the third among four siblings. Her eldest sibling is living in Mindanao and has her own family already. The second is working as a cashier while the youngest is still studying and will be attending college soon. Her mom was already deceased while her dad remarried. Living her the responsibility of their youngest sibling.
- She left her previous job with Anitas because she relocated to Talisay when her aunt was seriously ill and asked for help from them. Her aunt's children were not around and she hoped while she relocated to Talisay she could get a job however after staying there for a couple of months she hadn't found a job so she went back to Mandaue.
- With Donam she quit because they were promised a free meal by their Korean employer however after 2 months they were not given free lunch and they could not utilize their 1-hour lunch break because they needed to attend to customers.

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

Interviewer:	Iris	Date Interviewed:	July 15, 2024
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Comms: 5/10

BPO exp: 4 months (Retail)

- Referred by J'Anne Alilin.
- Got interested because she is looking for a job with a fixed schedule and weekends off.
- Loves to spend weekends with family and goes to church every Sunday.
- Lives in Tabok, Mandaue City, with her two sisters.
- Responsible for financing the education of her youngest sibling.
- Her aunt is now fine and has been discharged from the hospital, and her daughter is an adult who can take care of her mother.
- Claims she was a top agent at MCS and assures no performance or attendance issues.
- Was appointed to oversee everyone due to her exceptional performance.
- She is a good and competitive person, committed to giving her best to the company.
- Will only be out of the office if her youngest sibling is hospitalized, though her sister is currently very healthy.
- Motivated to work because of her sister.
- Determined to prove she deserves to be part of iPloy.
- Expected salary: 16K base pay and 20K all-in.
- Available within a week.

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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