

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 20/09/2024

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

Applicant's Complete Name:	Maria Lourdes Jarden	Nickname:	Odette
Position Applied	CSR-Voice	Marital Status	Married
No. of Kids:	4	Age	41 yrs old

**Source of Application:**

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

Typing Test	WPM	45	Accuracy	95	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B:18k (negotiable) P: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	ALL-IN SALARY	REASON FOR LEAVING
Foundever (BPO)	Feb. 2024 - June 2024; 4 months	Verizon	17k	Telco is not for her given that most of her customers were irate.
Results CX (BPO)	August 4, 2023 - December 30, 2023; 5 months	Healthcare	22k	Seasonal
Lear Automotive Services Philippine Branch (NON BPO)	December 9, 2019 - June 30, 2022; 3 yrs	In Process / Machine Operator	12k	She has a complicated pregnancy at the age of 38.

**HR Interview**

Interviewer:	Hanna	Date Interviewed:	20/09/2024
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**Remarks:**

- Willing to work on-site and has no problem with graveyard shifts or shifting schedules. Also willing to undergo PEME.
- She is the fourth of six siblings and currently lives in Bulacao Talisay with her family. Her mother is unemployed and is fully supported by her sister, who works in Australia. Her father has passed away.
- She is a high school graduate.
- She has four children aged 15, 13, 10, and 1 year and 9 months. She mentioned that she has no problems raising her kids since they are all obedient, and her husband's aunt has been living with them for almost a year to help care for them.
- She claimed that having four children will not cause her to be late or absent, as her husband works as a warehouse man and can take her to and from work. She usually arrives at work one hour before her shift.
- iPloy: Facebook; not referred.

**Result**       **Passed**       **Failed**

**OM/OD Interview**

Interviewer:	Ramelyn	Date Interviewed:	20/09/2024
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**Remarks:**

- com skills: 5/10 with 11 mons in the BPO
  - with mispronounced words and grammatical errors
  - personality: friendly and easily to get along with; particular with attendance.
  - HS graduate - took up Computer Secretarial; but was not able to complete it; she needs to support her family so she decided to work
  - 4th among the 6 siblings in the family; family oriented; mother: active in church; father: passed away;
  - husband - works in mandaue as Warehouseman; kids: grade 10, grade 8, grade 5, 1yr and 9mons (taken care by her Aunt for a year now)
  - Lear: 6yrs - left as she got pregnant
  - Alta Vista: 2yrs - left as she got pregnant
  - Gintech: 2yrs - forced to go home as the company filed bankruptcy
  - Lear: 3yrs - left as she got pregnant - had issues with attendance due to her health
  - The Results: 4mons - Seasonal only
  - Foundever: 4mons - left as she was having a hard time with TELCO. Said she is comfortable working with Healthcare.
- Note: had a ligation due to her health condition when getting pregnant
- Concentrix - only 3 mons - TELCO - cant handle irate customers
  - regardless of her age, and less experience, she knows what she is doing and knows how to find ways to help the customer.
  - with her age, only a BPO company can accept her that is why she is trying her best to catch up with the young ones.

<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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