

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 24/09/2024

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

Applicant's Complete Name:	Gwyneth Alejandro	Nickname:	Gwyn
Position Applied	CSR- VOICE	Marital Status	SINGLE
No. of Kids:	0	Age	22

**Source of Application:**

<input checked="" type="checkbox"/> WALK-IN	<input 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	41	Accuracy	99	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B: 16K P: 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
N/A	Text here.	Text here.	Text here.	Text here.
Text here.	Text here.	Text here.	Text here.	Text here.
Text here.	Text here.	Text here.	Text here.	Text here.

**HR Interview**

Interviewer:	Hanna	Date Interviewed:	24/09/2024
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Remarks:

- Can work on-site and has no problem working a graveyard shift or adjusting to a shifting schedule. She is okay with PEME.
- She is from Consolacion, Cebu, and is the fourth of five siblings. Her mother is an office clerk, while her father is a building caretaker.
- She graduated with Latin honors from CTU with a degree in BA Literature. Although it was not her dream to pursue this degree, she chose it due to financial constraints, limited options, and the pandemic; she initially wanted to study BS Accountancy.
- During the interview, she demonstrated a good personality, highlighting her ability to self-reflect on past mistakes and her willingness to accept constructive criticism, as she believes it leads to self-development.
- She views the BPO industry as a fast-growing sector that offers continuous growth opportunities. She was attracted to iPloy after seeing our hiring advertisement on TikTok, impressed by the perks such as free shuttle service and a sign-on bonus, and she feels that this company is newbie-friendly.
- She claimed to have a good attendance record during her internships

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

**OM/OD Interview**

Interviewer:	Ramelyn	Date Interviewed:	24/09/2024
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Remarks:

- Com skills: 5/10
- Personality: passionate in everything she does; Strength: hardworking and dedicated to her work; weakness: worrier and does not want to fail; dwell on small things that she thinks to overthink too much; Talent: dancing
- College grad: BSED major in Literature-not her dream course but she would want Accountancy (due to pandemic, she had no other option)
- Has 4 siblings; 4th child; does not have a good relationship with her dad; mother – has taught her a lot of wisdom in life.
- No work experience but she undergoes a student teacher intern – assist the teachers, to teach a subject in English – since she does not have a passion in teaching, the experience did not help her love this carrier.
- Why BPO industry: due to its fast phase working environment; due to emerging industry which she thinks can help her improve her personality and skills;

- Can start immediately;

<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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