

INTERVIEW ASSESSMENT FORM

DATE TODAY: 27/09/2024

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

Applicant's Complete Name: Aivygen Kinapundan	Nickname: Aivy
Position Applied: CSR-V	Marital Status: Single
No. of Kids: 0	Age: 24

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	36	Accuracy	97	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	19-20K	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
TechMahindra (BPO)	September 2022-August 2024	Retail	14K	Looking for better compenstation
Text here.	Text here.	Text here.	Text here.	Text here.
Text here.	Text here.	Text here.	Text here.	Text here.

HR Interview

Interviewer: Angellie	Date Interviewed: 26/09/2024
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Remarks:

Good tone of voice and can express well

College Undergrad w/ no plans to pursue her studies anymore since she wants to work and to be stable ; Residing in Basak San Nicolas w/ family ; 3rd eldest in the family; M>housewife ; BPO> due to opportunities and stability; iPloy>facebook and heard goodfeedbacks about the company; WOS ok; ok with SS(Regeardless of the time); Willing to undergo PEME ; Can start ASAP

Result

Passed

Failed

OM/OD Interview

Interviewer: Ramelyn	Date Interviewed: 27/09/2024
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Remarks:

- com skills: 5/10

- Personality: loves to explore and meet new people; helpful; weakness: sometimes lazy and procrastinate; admitted to have difficulty in expressing herself as she is not talkative;

- College undergrad: BSED major in Filipino - 3rd yr only - did not finish it due to financial status; she needs to prioritize work as her parents cannot support her; though she was a scholar and a working student as well, she was having a hard time balancing her time at work and her studies. She mentioned that she does not have plans to continue her studies as she has lost interest in studying.

- father: contractual foreman; mother: housewife (manicure and pedicure sometimes); sisters are married; 2 siblings are in college; 1 sibling stopped school as she wanted to work too; 6 siblings and she is the 3rd child

- just to have money, she makes the assignments of her classmates;

- Resigned in TechMa as they were told that the account is closing; even if they were promised for another account, but decided to look for another company.

- she was absent once due to sickness; this was the time when she was studying;

- can start next week.

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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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