

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 28/09/2024

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

|                                                    |                               |
|----------------------------------------------------|-------------------------------|
| Applicant's Complete Name: <b>Elizabeth Amahan</b> | Nickname: <b>"Beth"</b>       |
| Position Applied: <b>CSR-Voice Role</b>            | Marital Status: <b>Single</b> |
| No. of Kids: <b>1</b>                              | Age: <b>27</b>                |

**Source of Application:**

|                                  |                                   |                                    |                                 |                                                                                                    |                                            |
|----------------------------------|-----------------------------------|------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> WALK-IN | <input type="checkbox"/> FACEBOOK | <input type="checkbox"/> JOBSTREET | <input type="checkbox"/> MYNIMO | <input checked="" type="checkbox"/> REFERRAL<br>pls. specify the name: <b>1604 Jessoph Dapiton</b> | <input type="checkbox"/> OTHERS: Text here |
|----------------------------------|-----------------------------------|------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------|--------------------------------------------|

**Please use this form as a guide to assess or evaluate the applicant's qualifications for employment.**

|             |     |    |          |    |                                                                        |                 |                             |              |      |
|-------------|-----|----|----------|----|------------------------------------------------------------------------|-----------------|-----------------------------|--------------|------|
| Typing Test | WPM | 45 | Accuracy | 98 | <input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail | Expected Salary | 23K (all-in)<br>18k (basic) | Availability | ASAP |
|-------------|-----|----|----------|----|------------------------------------------------------------------------|-----------------|-----------------------------|--------------|------|

**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                                                   |
|---------------------|--------------------------------------------------|------------|-------------------------------|----------------------------------------------------------------------|
| Concentrix (BPO)    | October 2022-March 2024<br>(1 year and 5 months) | Healthcare | 21.5k (all-in)<br>17k (basic) | Need to look after her kid since no one is available from her family |
| Tech Mahindra (BPO) | February 2022-April 2022<br>(2 months)           | Telco      | 19k                           | End of Contract                                                      |
| Text here.          | Text here.                                       | Text here. | Text here.                    | Text here.                                                           |

**HR Interview**

|                           |                                     |
|---------------------------|-------------------------------------|
| Interviewer: <b>Bless</b> | Date Interviewed: <b>27/09/2024</b> |
|---------------------------|-------------------------------------|

Remarks:

- Can converse in English with few grammatical errors, but manageable and was able to express herself.
- Concentrix: need to look after her son since their nanny moved to their province and she was having a hard time in looking for a replacement, but right now she assured that her mother-in-law can manage to look after once she gets hired.
- Currently residing in Buhisan with her live-in partner who is currently working as production staff and their 3 years old son. She assured that her mother-in-law can manage to look after her son.
- Claims no attendance issues. Heard about our hiring through Jessoph Dapiton (facebook) with great feedback and she sees herself working here for a long term and she is still open to any changes of her working schedule.
- Okay with PEME. Amenable to WOS and can start ASAP.

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

**OM/OD Interview**

|                          |                                     |
|--------------------------|-------------------------------------|
| Interviewer: <b>Iris</b> | Date Interviewed: <b>29/09/2024</b> |
|--------------------------|-------------------------------------|

Remarks:

- Elizabeth Amahan - passed voice  
 Comms: 5.2/10  
 BPO exp: 1 year and 7 months (Healthcare, Telco)
- Referred by Jessoph Dapiton through a Facebook post.
  - Got interested after Jessoph gave her tips and encouraged her to apply; she also did her own research and found that iPloy offers good work-life balance.
  - Both parents are deceased. She has two siblings: she is the second child. The eldest lives in Tisa with her partner and sells siomai, while the youngest lives in Buhisan with her partner and works in a BPO.

- Her mother-in-law relocated from Barili to Cebu City, which makes it easier for her to care for her child. Her older sister is also available to help look after the child.
- Has a 4-year-old child, and her partner works as a production staff member in a studio.
- She is aware that iPloy places high importance on attendance and performance, and she assures that this will not be an issue if she is hired.
- Jessoph also helped her set realistic expectations about iPloy.
- She is focused on being productive and achieving career growth.
- She expressed that she is dedicated to her work and assures that she will be a valuable team member if hired.
- Expected base pay is 18K, with an all-in offer of 22K. However, she is fine with a base pay of 16K and an all-in offer of 21K, as she values work-life balance.
- Can start on Monday.

|               |                                                   |                                        |
|---------------|---------------------------------------------------|----------------------------------------|
| <b>Result</b> | <input checked="" type="checkbox"/> <b>Passed</b> | <input type="checkbox"/> <b>Failed</b> |
|---------------|---------------------------------------------------|----------------------------------------|

|                                                    |                                                                                      |                                         |
|----------------------------------------------------|--------------------------------------------------------------------------------------|-----------------------------------------|
| <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> |
|----------------------------------------------------|--------------------------------------------------------------------------------------|-----------------------------------------|