

INTERVIEW ASSESSMENT FORM

DATE TODAY: 02/10/2024

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

| | |
|---|-------------------------------|
| Applicant's Complete Name: Jell May Idul | Nickname: Jell |
| Position Applied: CSR-Voice | Marital Status: Single |
| No. of Kids: 1 | Age: 30 |

Source of Application:

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|----------------------------------|--|------------------------------------|---------------------------------|---|--|
| <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 |
|----------------------------------|--|------------------------------------|---------------------------------|---|--|

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

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|-------------|-----|----|----------|----|--|-----------------|-----|--------------|------|
| Typing Test | WPM | 35 | Accuracy | 98 | <input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail | Expected Salary | 17K | 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 |
|----------------------------|--|-----------------|---------------|--|
| Results CX(BPO) | May-September 2024 (4 months) | Radio Satellite | 17,500 | Due to location |
| Family Appliance (NON-BPO) | July 2022-April 2024 (1 year and 9 months) | Admin Assistant | 15-16K | Need to take care of her Grandmother in Bohol but died |
| Baby Company (NON-BPO) | August 2019-January 2020(6 months) | Counter Cashier | 12K | Contractual Bae |

HR Interview

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| Interviewer: Angellie | Date Interviewed: 02/10/2024 |
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Remarks:

Can express well but has few pronunciation errors and was nervous during our interview

Residing in Liloan w/ family; Has a live in partner and has 1 kid(8 year old) and her mom can take care of her kid if something happens; College Undergrad w/ no plans to pursue her studies anymore since she already have a family; In Results* it was due to location since she is living and Liloan and the company is in Mactan New town--despite that she had good attendance and good performanc on her previous companies; BPO>due to caree growth and opportunities in the industry; iPloy>facebook and heard good feedbacks about the company; WOS ok; ok with SS(reagrdless of the time); Willing to undergo PEME ; Can start ASAP;--good for non voice

Result

Passed

Failed

OM/OD Interview

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|--------------------------|-------------------------------------|
| Interviewer: Iris | Date Interviewed: 02/10/2024 |
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Remarks:

Comms: 5/10, obvious regional accent
 BPO exp: 4 months (Radio Satellite)

- knew the hiring opportunity on Facebook and through her friend, Shaira Marie Napone, who works at iPloy.
- Received positive feedback from friends.
- Initially thought she could manage three rides, but her 11 PM to 8 AM schedule makes it difficult to find available jeepneys. Pre-shift at 9 PM doesn't allow for overtime, which is mandatory, leaving her with little time to sleep and travel. Discuss this with her and set and expectation, she assure that if given the opportunity she will assure not to have concern with her attendance and performance.
- Her partner works at Concentrix and has a motorcycle, allowing for easier commuting.
- She plans to relocate to Cebu City to be closer to the company.
- Currently renting in Lilo-an with her mother.

- Has experience at Results CX and continued reporting to the office even when ill.
- Claims a strong attendance record at Results CX, never being late or absent, and was a top 2 agent.
- Describes herself as a team player, friendly, and capable of multitasking.
- Eager to learn and contribute to the company's success, interested in understanding its goals.
- Competitive and selfless, willing to share insights and learnings with colleagues to enhance her effectiveness.
- Does not wish to be compared to her partner, who suggested she apply at Concentrix, but she declined as he is a team leader there.
- Prefers not to work in IT Park due to personal concerns regarding her partner's position.
- Assures that her child will not impact her attendance at work.
- Expects an all-in salary of 17,500; base pay of 15,000.
- Available to start ASAP.

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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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