

INTERVIEW ASSESSMENT FORM

DATE TODAY: 09/10/2024

Do you have any travel plans? No	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:	Mia Shanica Delima	Nickname:	"Mia"
Position Applied	Text here.	Marital Status	Single
No. of Kids:		Age	24

Source of Application:

<input type="checkbox"/> WALK-IN	<input type="checkbox"/> FACEBOOK	<input type="checkbox"/> JOBSTREET	<input checked="" type="checkbox"/> MYNIMO	<input checked="" type="checkbox"/> REFERRAL pls. specify the name: 3865 Ranzel Padayao	<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	46	Accuracy	98	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	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
Ubiquity Global Services (BPO - Bacolod)	Sept 2021-Sept 2024 (2 years and 3 months)	Financial	20k (all-in) 17k (basic)	Personal Matter: got brokeup with her ex-partner and it affects her performance since they work in the same company
Panasiatic Solution (BPO-bacolod)	May 2019-Aug 2021 (2 years and 3 months)	Telco	12k (all-in) 10k (baisc)	Her grandparents got sick and she need to look after them since they were hospitalized
Text here.	Text here.	Text here.	Text here.	Text here.

HR Interview

Interviewer:	Bless	Date Interviewed:	08/10/2024
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Remarks:

- Can converse in English with few grammatical errors, but manageable and was able to express herself.
- Originally from Negros Occidental, residing in Apas, Lahug with her friends. Only child of her parents; her mom is currently in Manila with her own family while she haven't seen her dad. She grew up with her grandparents when she was young.
- Cebu: decided to relocate here in Cebu and arrived last September 2024 since it offers lot of opportunities and pays a higher salary.
- SHS Graduate (2019) has no plans to pursue in college since she needs to support herself and grandparents financially and for the medication.
- Claims no attendance issues. Heard about our hiring from Ranzel Padayao with great feedback and she sees herself working here for a long term.
- Okay with graveyard shift and any shifting schedule. She is also good with PEME once she gets hired here.
- Amenable to WOS and can start ASAP.

Result	<input type="checkbox"/> Passed	<input type="checkbox"/> Failed
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OM/OD Interview

Interviewer:	Iris	Date Interviewed:	09/10/2024
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Remarks:

Mia Shanica Delima - passed voice

Comms: 5/10 few pronunciation and grammatical errors

BPO exp: 5 years (Telco and Financial)

- Referred by her high school classmate, Ranzel Padayao.
- She became interested in applying at iPloy because she is in need of a job.
- She can quickly adapt to the BDO process environment.
- With her experience, she has learned to manage and resolve issues in customer service roles.
- Her grandparents live in Escalante City with her uncle and his wife.
- She is currently renting in Apas with her friends.
- Her mother resides in Manila, and she occasionally supports her half-siblings.
- She mentioned having good attendance and performance at her two previous BPO companies.
- She has never encountered absences or lateness in her prior roles.
- She believes she is qualified to be part of the company due to her experiences.
- She understands the importance of attendance in the BPO industry, having worked in companies that are very strict about it.
- She always ensures she gets enough rest to avoid compromising her work or having attendance issues.
- Her expected salary is 20k, all-in.
- She is available to start anytime.

Result

Passed

Failed

Keep in Pool (Ben)

Keep-in-pool (Initial interview and OM/DM interview)

No Show