

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 17/10/2024

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>Ian Lapeceros</b>	Nickname: <b>Ian</b>
Position Applied: <b>CSR - Voice</b>	Marital Status: <b>Single</b>
No. of Kids: <b>0</b>	Age: <b>24</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 pls. specify the name: <b>4589 Catherine Zabate</b>	<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	<b>35</b>	Accuracy	<b>96</b>	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	<b>20k</b>	Availability	<b>Monday - 10/21/24</b>
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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	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

**HR Interview**

Interviewer: <b>Nina</b>	Date Interviewed: <b>17/10/2024</b>
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Remarks:

good tone, minor grammar & pronunciation mistakes, can express ok

- has 4 siblings, 4th child; currently residing in Cordova with family
- mom > housewife, managing their store; dad > passed away; siblings > all are employed but 3 have their own families
- college grad (Aug 2023); no plans to pursue teaching since it was not his first choice, he wanted to take Accountancy but had no choice bc of the tuition fee; after grad, he helped his mom in managing their small convenience store which was their primary source of income but decided to step out of his comfort zone for him to venture out better opportunities in bpo
- why bpo > compensation, interested to explore the industry even if it's new to him
- why iploy > positive feedback from social media, employee-centered
- long term plan > stay long, higher position
- what to expect > focus on responsibilities, respect, responsible for his assets/resources given
- no attendance issues; no medical conditions
- willing to undergo PEME once hired
- open to graveyard shift and any changes in work schedule (regardless of time)

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

**OM/OD Interview**

Interviewer: <b>Ramelyn</b>	Date Interviewed: <b>17/10/2024</b>
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Remarks:

- Com skills: 5/10 with zero BPO experience; pronunciation is just average with occasional mispronounce words but he speaks fluent English
- claims to be passionate in everything that he do; the hardships in life made him work hard to succeed;
- he is into biking; does this everyday; loves to play mobile games as he can collaborate with his friends
- he was a DOST Scholar reason why he was able to finish his studies;
- he was thankful to her mother for helping him; he help her manage their Sari-sari Store; he did this for a year
- now that their business is stable, he wanted to have another income to get out also of his comfort zone;

- his choice before was Accountancy but his mother recommended studying in a state university as it is free and took up Education major in math (as it deals with numbers too); LET is not on his list of priority; he cannot see himself working as a teacher;

- curiosity and interest are the reasons why he choose to apply in a BPO industry; according to him, he is a night person, he is more productive at night than in the morning.

- he can be a good asset to the organization.

<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>