

INTERVIEW ASSESSMENT FORM

DATE TODAY: 23/10/2024

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:	Methus Mezo	Nickname:	Meths
Position Applied	CSR-Voice	Marital Status	Single
No. of Kids:	n/a	Age	24 yrs old

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: 4713 KAREN CARMONA	<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	35	Accuracy	100	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B: 20k P: 22k	Availability	Tonight
-------------	-----	----	----------	-----	--	-----------------	------------------	--------------	---------

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
Accenture (BPO)	October 2022- January 16, 2024 1 yr and 3 months	Telco	B: 13k P: 14-15k	No salary increase for year 2024-2025 and other info in remarks
Text here.	Text here.	Text here.	Text here.	Text here.
Text here.	Text here.	Text here.	Text here.	Text here.

HR Interview

Interviewer:	Hanna	Date Interviewed:	23/10/2024
--------------	-------	-------------------	------------

Remarks:

- Can work on site and has no problem working on a graveyard shift and shifting schedule. Okay with PEME.
- Meths is the youngest of two siblings and is from Southern Leyte.
- Her father is a farmer, and her mother is a homemaker.
- Her older brother works as a data analyst.
- She holds a bachelor's degree in Political Science but has no plans to pursue a career related to that or to earn her master's degree.
- She claims to be passionate about politics, which is why she chose that degree.
- BPO: She was amazed by how this industry improves someone's communication skills.
- Accenture: She resigned after receiving an email from management stating that there would be no annual increases for 2024-2025 and limited promotion opportunities. She felt that the chances of career advancement were slim and that there would be less growth in her career.
- After resigning, she returned to Leyte to care for her mother, who is battling a thyroid problem, and she took over managing their small convenience store.
- Now, she has decided to return to Cebu to step out of her comfort zone and rebuild her career.
- She is completely okay with our offer since it is much better than Accenture's.
- She is currently renting a place in Inawayan and regularly communicates with her parents virtually.
- She showed enthusiasm and positivity during the interview. She is also open to criticism, which makes her a great asset to the company.

Result **Passed** **Failed**

OM/OD Interview

Interviewer:	Ramelyn	Date Interviewed:	23/10/2024
--------------	---------	-------------------	------------

Remarks:

- com skills: 5/10
- originally from Leyte
- passionate about advocacies such as animal welfare; political in nature; has strong personality and always have a firm decision in life
- great listener; patient in what she do and she loves singing and reading; loves to play badminton;
- BS Pol Sci graduate; no plans to pursue law as financially she is not capable to sustain that plan; This allows her to be flexible in a lot of things according to her; very active in her association/organization at school. This helps her to be a well rounded person;
- brother is a data analyst; mother: housewife; father: farmer; family is very supportive of her school
- very active in her department; she is part of the Engagement team while working as an agent;
- in her 1yr stay in Accenture, she did not incur any absences; she incurred a few minutes late though due to technical issues;
- was offered for the ER role but she is more into CSR role.

Result

Passed

Failed

Keep in Pool (Ben)

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

No Show