

INTERVIEW ASSESSMENT FORM

DATE TODAY: 29/10/2024

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

Applicant's Complete Name: Chilsie Mendez	Nickname: Chilsie
Position Applied: CSR-V	Marital Status: Single
No. of Kids: 0	Age: 24

Source of Application:

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

Typing Test	WPM	36	Accuracy	98	<input type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	20-21K	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
NA	Text here.	Text here.	Text here.	Text here.
Text here.	Text here.	Text here.	Text here.	Text here.
Text here.	Text here.	Text here.	Text here.	Text here.

HR Interview

Interviewer: Angellie	Date Interviewed: 29/10/2024
Remarks: Good tone of voice and can express well	
Residing in Talisay w/ Dad and sister ; Parents are separated ; 2nd child in the family; College 2nd year Undergrad 2020-no plans to pursue her studies anymore; 2020-present --been busy as a nail artist and helping the family business; Looking for a stable job since focusing on the business is not enough; Wants to help her family financially; BPO> due to opportunities espeically career opportunities and stability; WOS ok; ok with SS(regardless of the time); PEME ok; Can start ASAP	
Result	<input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed

OM/OD Interview

Interviewer: Ramelyn	Date Interviewed: 29/10/2024
Remarks: - com skills: 5/10 with zero BPO experience - business minded; feels that she is good in sales as she is able to sell goods and services to a lot of costumers; an active listener; ability to deal with different personality - SHS graduate (2018) BSMangement Accounting (2yrs) - did not continue due to financial issues at that time - she was a working student at school; No plans to pursue her studies for now since her sister has to finish her degree first. Her sister is still in her 1st. - worked in the fast food chain where she was assigned to all areas from sales, to being a waiter, cashier, service crew, etc - she is a Nail Art artist - started doing this when she was in grade 10, she took a class and continue enhancing her skills - her family owns a small business selling food and school supplies; - she wanted to earn more than the earnings she has from doing nail art. - was late in school before due to traffic in Talisay going to Mambaling. -has a positive outlook in life; even if she is applying for CSR, she was already looking forward to get promoted someday knowing that we hire TLs from within. -	

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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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