

INTERVIEW ASSESSMENT FORM

DATE TODAY: 06/11/2024

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: Rocel May Lauderer	Nickname: Rocel
Position Applied: CSR-Voice	Marital Status: Single
No. of Kids: 0	Age: 22 yrs old

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	40	Accuracy	100	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B:14k P:19-21k	Availability	11/11/2024
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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	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: Hanna	Date Interviewed: 06/11/2024
Remarks: Can work on site and has no problem working on a graveyard shift and shifting schedule. Okay with PEME. Rocel is an only child and is from Calbayog, Samar. Her mother is a government employee working in the City Hall, while her father is an on-call cook. She mentioned that she can immediately relocate to Cebu once she gets a job, as she has contacted a friend who can help her find a place to rent. If not, she can stay with her friend temporarily. She chose to pursue education because there were limited options at the state university she enrolled in, and the other programs were not of interest to her, as they were related to sciences and mathematics. BPO: Rocel believes she can easily adapt and learn the job, as one of her strengths is communication. Although dealing with irate customers will be a challenge, she believes patience and calmness are key to handling such situations. iPloy: She saw a post on Facebook about the company and has a friend who works here, though she was not referred. She guarantees that she is responsible with her time and does not like being late. Regarding commitment, she believes she can stay long-term with the company, aiming to be with us for 4-5 years. Rocel assures that her decision to work in this industry is firm. Rocel has no medical conditions that we should know of.	
Result	<input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed

OM/OD Interview

Interviewer: Angelo	Date Interviewed: 07/11/2024
Remarks: Comms 5.5/10 Okay comms, no bpo experience, sounds good over the phone, has great personality, soft spoken, no plans to pursue teaching, plans to relocate here in Cebu to start a career in BPO. Okay with Healthcare account and can start on Monday. Sounds smart and kind.	
Result	<input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed

Keep in Pool (Ben)

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

No Show