

INTERVIEW ASSESSMENT FORM

DATE TODAY: **11- 11- 2024**

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

Applicant's Complete Name:	Maria Fe Ora	Nickname:	Maria
Position Applied	CSR-V	Marital Status	Single
No. of Kids:	0	Age	22

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 <i>pls. specify the name:</i> 1604 Jessoph Dapiton	<input type="checkbox"/> OTHERS:
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Please use this form as a guide to assess or evaluate the applicant's qualifications for employment.

Typing Test	WPM	38	Accuracy	98	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	15k	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
Ibex (Bohol) (BPO)	June 2022 - Jan 2023 (6 months)	Amazon (Retail)	15k	Was a working student and opted to focus and finish her studies first

HR Interview

Interviewer:	Francheska	Date Interviewed:	11-11- 2024
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Remarks:

- College graduate - education - has no plans to pursue a career in her field; during her OJT days, she realized that the career path is not for her.
- Originally from Bohol but is currently residing in Canduman, Mandaue with her sister; if hired, she is planning to reside around the Ayala area.
- Has 6 siblings > youngest > most of her siblings are working already; 1 has special needs > dad works as a carpenter and her mom is a housewife > Her mom was initially quite disappointed with her decision to not pursue a career in her field but was still very supportive of her choice to relocate here in Cebu and work in BPO.
- Claims to have no issues with her attendance ; can assure that she will be punctual as well once hired. Can work on a graveyard shift and any available shifting schedules and is willing to undergo PEME.
- Can converse, gets nervous - affecting her comms but was able to calm herself and express her thoughts properly; minor grammar errors; can WOS and ASAP.

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

Interviewer:	Iris	Date Interviewed:	November 11, 2024
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Comms: 5/10 few pronunciation and grammatical errors BPO exp: 6 months (Retail) - Referred by Jessoph Dapiton - Interested in the healthcare account - College graduate as of June 2024; realized teaching wasn't for her as the practicum felt more pressuring than enjoyable, chosen mainly to fulfill her mother's wishes - June 2024 - November 2024 (5 months): Took a break and stayed with her aunt in Bohol. Now motivated to help her family due to financial difficulties - Part of a large family with 7 siblings; she is the 8th child. The eldest has their own family and is employed, the 2nd and 3rd siblings are also employed, the 4th is working and has a family, the 5th has special needs, and the 6th and 7th siblings are working - The 2nd and 5th siblings live with her parents - Currently residing with her 4th sibling in Canduman, Mandaue - Experiences slight stuttering when nervous but is working on staying calm - Enjoys working in the BPO industry and loves assisting and resolving customer concerns - Committed to achieving company goals with determination - Dedicated to working hard at iPloy and

recommending the company to friends - Focused on improving her communication skills and committed to continuous self-improvement - Expected Salary: BP: 15K - ASAP

Interview 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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