

INTERVIEW ASSESSMENT FORM

DATE TODAY: 08/11/2024

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 type="checkbox"/> No	If yes, what kind of case:	n/a

Applicant's Complete Name:	Jejomar Apolinar	Nickname:	JM
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: 4250 Andreabell Salem	<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	44	Accuracy	100	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B: 20-21k P: 25k	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
Concentrix CDO (BPO)	August 2023- May 2024 10 months	ANGI	18k	Father was hospitalized and he needed to go home to Negros
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:	08/11/2024
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Remarks:
 Can work on site and has no problem working on a graveyard shift and shifting schedule. Okay with PEME.
 JM is the only child, originally from Negros Occidental, but now residing in Pardo with relatives.
 He has been living in Cebu for one month and has adjusted well to the dialect, speaking Bisaya fluently, though there are minor adjustments in some words and tone.
 His father is a retired seafarer receiving a pension, while his mother has passed away.
 His relatives are currently taking care of his father, who has hypertension.
 JM plans to have a stable job in Cebu and might ask his father to relocate so he can check on him physically from time to time.
 JM has a degree in Education, majoring in English, but does not plan to pursue a career in the field due to his experience during pre-service teaching in college.
 He is comfortable with the offered salary package of 21K and is looking for a job immediately.
 His primary job at Concentrix involved scheduling bookings and gathering feedback from customers regarding the services they received.
 JM has a good attendance record with his previous company and has no medical conditions that would affect his employment.
 Confirmed that he is referred.
 Understands that we are looking for someone who can fully commit.

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

Interviewer:	Iris	Date Interviewed:	08/11/2024
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Remarks:

Comms: 5.2/10 BPO exp: 10 months (Angi) - Heard from her friend named Andeabell Salem - Got curious with the 50K SOB, location, referral bonus (will split with her friend) - Looking to stay for long term in iPloy - Mother is deceased - Mindanao is quite far to CDO reason he consider Cebu to work - He has his own motorcyle - His father has hypetension and took care of him for more than a month - He is looking for a job because of peak season (hiring is abundant) - He need to start saving up because his saving was use up - Originally in Negros Occidental, living with his relatives - He is confident with his adaptability - Skills - Experience - Willing to work - File for LOA if emergency at home, or asked someone to look after her father. His father is doing fine. - Assure that no attendance issues and has a good performance - Stayed in sleeping quarter just relaxing , during lunch - They have basketball gym, now in iPloy has pingpong table, billiards - Before he is shy and now he is confident to speak - His career goals is to be promoted, RTA (Real Time Analyst), SME, trainer, - Worth given a shot - No workforce - Comm sills improvement, self-development, career goal, any opening to join - Never expect of anything just accept whaever opportunity comes in - Sounds boastful but seems nervous only - Expected Salary 25k all-in, fine with 20-21k - Can start on Monday

Result

Passed

Failed

Keep in Pool (Ben)

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

No Show