

INTERVIEW ASSESSMENT FORM

DATE TODAY: 13/11/2024

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:	Jessie June Garnica	Nickname:	JJ
Position Applied	CSR - Voice	Marital Status	Single
No. of Kids:	0	Age	27

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	100	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	18k-22k	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
ECenterprises Group Manila Inc. (BPO)	Apr 2024-Oct 2024 (6 months)	Financial	15.5k	Better opportunities > higher compensation
Qualfon - Dumaguete (BPO)	Sep 2023-Mar 2024 (6 months)	Cyber Security	12.5k	Better opportunities > higher compensation
Smiles on Demand Outsourcing Inc. (BPO)	Jun 2020-Jun 2023 (3 years)	Hotel reservations and rentals	14.5k	Took care of her father in Bohol until he passed away last Sep 2023

HR Interview

Interviewer:	Nina	Date Interviewed:	13/11/2024
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Remarks:

ok tone, can express ok, ok pronunciation, minor grammar errors, minimal fillers

- preferred pronouns > she/her; college level (2017); has a total of 5 siblings, youngest (mom's side); originally from Dumaguete, arrived in Cebu last Oct 25 and is currently living alone in Brgy. Luz
- mentioned that she's currently supporting her mom and her niece who's studying in college and taking care of her mom in her hometown
- both parents are separated: dad > deceased; mom > unemployed, suffers from severe diabetes; siblings (from mom's side) > 2 have own families
- why bpo > competitive salary, offers HMO
- why iploy > good salary, sign-on bonus, likes the ambiance of the company
- long term plan > stay for a long time, aim for higher position
- what to expect > determination, attendance, commitment
- no attendance issues; no medical conditions
- willing to undergo PEME once hired
- open to graveyard shift and any changes in work schedule (regardless of time)

Result **Passed** **Failed**

OM/OD Interview

Interviewer:	Iris	Date Interviewed:	13/11/2024
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Remarks:

Jessie June Garnica - passed voice

Comms: 5.2/10

BPO exp: 3 years and 6 months (Hotel reasevrtation and rental, financial)

- Found the job opening on iPloy's Facebook page.
- Originally from Dumaguete; attracted by the 50K Sign-On Bonus and 500-peso cash incentive.
- Plans to use EAR (Empathy, Acknowledge, Reassure) in his role.
- Parents are separated; father is from Bohol.
- Currently renting alone in Barangay Luz, with relatives in Minglanilla.
- This is his first job application in Cebu.
- Believes in commitment and is dedicated to staying with the company long-term.
- Needs to support his mother, who has diabetes, with her medication.
- Has a record of perfect attendance and values receiving full pay every cut-off.
- Expected salary: 17k base, 21k all-in.
- Available to start immediately.

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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