

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 11/11/2024

|   |                            |     |
|---|----------------------------|-----|
| Do you have any travel plans? <span style="float: right;">No</span>                             | 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: | Raica Louise Paradiang | Nickname:      | "Rai"  |
| Position Applied           | CSR-Voice Role         | 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 checked="" type="checkbox"/> MYNIMO | <input type="checkbox"/> REFERRAL<br>pls. specify the name:Text here. | <input type="checkbox"/> OTHERS: Text here |
|----------------------------------|-----------------------------------|------------------------------------|--|---|--|

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

|             |     |    |          |    |  |                 |        |              |      |
|-------------|-----|----|----------|----|--|-----------------|--------|--------------|------|
| Typing Test | WPM | 40 | Accuracy | 96 | <input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail | Expected Salary | 20-21k | Availability | ASAP |
|-------------|-----|----|----------|----|--|-----------------|--------|--------------|------|

**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  |
|----------------------------|-------------------------------|------------|---------------|---|
| Power Mac Center (non bpo) | July 2024-Oct 2024 (3 months) | Mac Expert | 18k           | Looking for a new environment that can align her skills   |
| Concentrix (bpo)           | Nov 2021-Dec 2022 (1 year)    | Intuit     | 21k           | Need to look after her brother who was hospitalized, but unfortunately her brother passed away. |
| Telepeformance (bpo)       | Sept 2021-Nov 2021 (2 months) | Retail     | 12k           | Looking for better salary   |

**HR Interview**

|              |       |                   |            |
|--------------|-------|-------------------|------------|
| Interviewer: | Bless | Date Interviewed: | 04/11/2024 |
|--------------|-------|-------------------|------------|

**Remarks:**

- Can converse in English with few grammatical errors but manageable and was able to express herself.
- Concentrix: had to look after her brother who was hospitalized, bedridden and she need to look after. Unfortunately, her brother passed away it affected her performance in work during that time.
- Residing in Basak, Lapu-Lapu. Youngest with 1 sibling, parents are both unemployed. College Undergraduate, has no plans to pursue her studies since she wants to help her financially.
- Claims no attendance issues. Heard about our hiring through mynimo with great feedback and she sees herself working here for a long term.
- Amenable to WOS and can start ASAP. Okay with graveyard shift and open to any changes of her working schedule.

**Result**       Passed       Failed

**OM/OD Interview**

|              |      |                   |            |
|--------------|------|-------------------|------------|
| Interviewer: | Iris | Date Interviewed: | 11/11/2024 |
|--------------|------|-------------------|------------|

**Remarks:**

Comms: 5.2/10 BPO exp: 3 months (Financial and Retail) - Discovered the job opening on Jobstreet - Interested in the CSR position as it aligns with her passion for serving clients - Third-year college student who stopped attending in February 2024 due to financial issues, with no plans to return as she needs to work - At PowerMac, she felt unsafe and unsupported for growth due to heavy competition and silent treatment from colleagues, despite attempts to communicate - Determined to prove that she has grown from her past mistakes and is eager to learn - Worked at Concentrix, her dream company, but had to resign due to the unfortunate passing of her brother - Committed to staying at iPloy, despite previous short-term experiences at other companies - Open to constructive criticism and not afraid of confrontation; easily engages when interested - Introverted, doesn't initiate interactions often, gets scared easily, but wants to prove she is capable - Parents are unemployed; she is the youngest of four siblings, with one deceased and one who financially supports the family while working as a car park attendant - Resides in Lapu-Lapu with her parents; mother currently in the province of Compostela - Acknowledges that

staying committed to a job has been challenging but learned from past - experiences to focus on personal goals and development - Understands the importance of setting boundaries and self-care - Capable of long-term commitment and determined to excel at iPloy, proving her worth and work ethic - Expected salary: 17-18k BP - Available to start immediately

|               |   |  |
|---------------|---|--|
| <b>Result</b> | <input checked="" type="checkbox"/> <b>Passed</b> | <input type="checkbox"/> <b>Failed</b> |
|---------------|---|--|

|  |  |   |
|--|--|---|
| <input type="checkbox"/> <b>Keep in Pool (Ben)</b> | <input type="checkbox"/> <b>Keep-in-pool (Initial interview and OM/DM interview)</b> | <input type="checkbox"/> <b>No Show</b> |
|--|--|---|