

INTERVIEW ASSESSMENT FORM

DATE TODAY: **11- 13- 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:	Mark Darrel Bernadas	Nickname:	Marky
Position Applied	CSR-V	Marital Status	Single
No. of Kids:	0	Age	38

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 <i>pls. specify the name:</i>	<input type="checkbox"/> OTHERS:
----------------------------------	----------------------------------------------	------------------------------------	---------------------------------	--------------------------------------------------------------------	----------------------------------

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

Typing Test	WPM	43	Accuracy	95	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	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
Advantics BPO (BPO)	Oct 2023 - Oct 2024 (1 year)	Recruitment Manager/ Life Insurance	35k	Laid Off
Global Care Communications (BPO)	May 2023 - Oct 2023 (5 months)	Recruitment Specialist	23k - 25k	Was referred to Advantics by his boss
DENR (NONBPO)	Aug 2021 - Dec 2021 (4 months)	Project Documentation Specialist	19k	Project Base

HR Interview

Interviewer:	Francheska	Date Interviewed:	11-13- 2024
--------------	-------------------	-------------------	--------------------

Remarks:

- Wants to venture out in the CSR position in BPO to strengthen his Customer Service Skills.
- Originally from Leyte but relocated here in Cebu over a year ago to start a job in Advantics where he worked as a recruitment manager but kind of an all rounder as well.
- Has 5 siblings > 2 siblings biologically from both parents and 3 shelf siblings > parents are separated already. > Currently residing in Cabantan - ok with the company location.
- Claims to have no issues with his attendance since he is a very punctual person; can work on a graveyard shift ; willing to undergo PEME once hired.
- Can converse, very engaging, can WOS and ASAP

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

OM/OD Interview

Interviewer:	Angelo	Date Interviewed:	11/16/24
--------------	---------------	-------------------	-----------------

Comms 6.5/10 Very good comms and very confident. Over 1 year bpo experience, okay with healthcare account and loves the things he heard about the company. Told him how much he would technically be receiving in one full calendar year and his fine with the numbers I've presented. Loves the annual appraisal and location. Can start asap.

Interview Result	<input type="checkbox"/> Passed	<input type="checkbox"/> Failed
-------------------------	----------------------------------------	----------------------------------------

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