

INTERVIEW ASSESSMENT FORM

DATE TODAY: 22/11/2024

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:	Regine Radge Diaz	Nickname:	Reg
Position Applied	CSR - Voice	Marital Status	Single
No. of Kids:	0	Age	27

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 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	38	Accuracy	96	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	19k	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
Concentrix (BPO)	Apr 2023-Oct 2023 (6 months)	Quickbooks	18k-19k	Decided to go back to province with her sister
Kredo IT Abroad (Non-BPO)	Jan 2021-Dec 2022 (1 year & 11 months)	ESL Teacher (Remote)	15k	Looking for higher compensation
Teleperformance (BPO)	Nov 2019-May 2021 (1 year & 6 months)	Magazine Subscription	17k	pandemic

HR Interview

Interviewer:	Nina	Date Interviewed:	22/11/2024
--------------	------	-------------------	------------

Remarks:
 good tone, minor grammar & pronunciation mistakes, can express ok, few fillers

- has 3 siblings, 3rd child; originally from Negros, currently residing Banilad with brother
- mom > housewife; dad > deceased; siblings > 2 working, 1 studying
- college grad - EDU (2018); no plans to pursue bc it was not her choice to take the course
- after Oct 2023, she helped her sister who works as a VA and earned 1.5k/month; aside from that, she was also helping her small art business and earned 3k/commission while she's trying to save up before coming back here in Cebu
- why bpo > stable job, compensation, offers personal and professional growth
- why iploy > friendly environment, sister's friend was a former employee here and she can guarantee that the company takes care of its employees
- long term plan > stay as long as the company needs her, higher position
- what to expect > follow policies of the company, work hard
- 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	<input checked="" type="checkbox"/> Passed	<input type="checkbox"/> Failed
---------------	---	--

OM/OD Interview

Interviewer:	Ramelyn	Date Interviewed:	22/11/2024
--------------	---------	-------------------	------------

Remarks:

- Com skills: 5.5/10
 - loves to read ebooks and just stay at home; introvert; she loves the quiet environment
 - college grad: BSED and board passer-did not pursue her teaching career as she was just giving her grandma the a chance
 - she loves being in the call center industry
 - mother works in the government before (DHW); father-died due to stroke; her sister is financing the family now
 - she had chickenfox reason why she decided to go to negros to take care of her grandmother,
- GAP: worked with her sister as a VA with 1500/month
-

Result	<input checked="" 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