

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 26/11/2024

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:	Riza Aguison	Nickname:	Riza
Position Applied	CSR- Voice	Marital Status	Single
No. of Kids:	n/a	Age	26 yrs old

**Source of Application:**

<input checked="" type="checkbox"/> WALK-IN	<input 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
---	-----------------------------------	------------------------------------	---------------------------------	---	--

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

Typing Test	WPM	35	Accuracy	100	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B: 15 P: 17k	Availability	11/17/2024
-------------	-----	----	----------	-----	--	-----------------	--------------	--------------	------------

**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
Aldesa (BPO)	Sept 30, 2024- Nov 2, 2024 1 month	Home Security	B: 19k P: 21k	Did not pass the nesting period. Further information is provided in the remarks.
Mav Companies Logistics Inc. (NON BPO)	Nov 02, 2021-June 5, 2024 2 yrs and 7 months	HR Officer	17, 350	Better opportunities
New Age MG Express Inc (NON BPO)	May 03 2021- Oct 15, 2021 5 months	Admin Officer	8k	Better offer from Mav Companies

**HR Interview**

Interviewer:	Hanna	Date Interviewed:	26/11/2024
--------------	-------	-------------------	------------

**Remarks:**

Can work on site and okay with PEME.  
 Riza is the 6th among 10 siblings.  
 She is originally from Butuan City but currently resides in Zapatera, Cebu.  
 Riza was unable to finish college. She completed one year of a BS in Secondary Education, majoring in English, and also pursued a BS in Tourism Management.  
 Due to financial constraints, she decided not to continue her education in order to support her siblings' education.  
 She did not pass the nesting period due to issues with the deliberation call listening.  
 Riza explained that she was unable to resolve the call because the customer refused to be transferred to the appropriate department to settle their bill.  
 Riza was a CSAT champion, and there were expectations for her to be endorsed to the production floor, but this opportunity was not given to her.  
 She believes that each call provides valuable lessons. She takes criticism and advice positively and feels there is always room for improvement and second chances.  
 iPloy: Building's billboard. Got interested due to the ad.  
 Riza claimed that she was never late at Aldesa company and is always mindful of her time.  
 She has no medical conditions and is a frequent blood donor.

**Result**  Passed  Failed

**OM/OD Interview**

Interviewer:	Ramelyn	Date Interviewed:	26/11/2024
--------------	---------	-------------------	------------

Remarks:

- com skills: 5.5/10
- pleasant personality; very transparent and natural in expressing her thoughts; humble
- loves swimming and join competition way back in school
- learning in Japanese language and also wants to learn Korean
- College undergrad: BSED 1 yr only; not her dream course; it was her parents choice
- she worked as a housemaid after she decided to stop school. (1yr)
- decided to take BS Tourism Management - stopped due to pandemic (1yr only)
- 10 children in the family; youngest is her half brother; most of them are scattered in Luzon, Visayas ang Mindanao.
- Failed in nesting as the call that was listened to did not passed their standard. (This was random)
- Regardless that she was hailed as a Champion in CSAT, it did not matter on the last evaluation.

<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>
--	--	---