

INTERVIEW ASSESSMENT FORM

DATE TODAY: 29/11/2024

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:	Margie Monicit	Nickname:	Marg
Position Applied	CSR- Voice	Marital Status	Single
No. of Kids:	0	Age	24 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
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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	99	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B: 18-22k P: 22-24k	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
Concentrix (BPO)	December 2023- November 2024 10 months	Telco/ Cable Account	B: 16, 500 P:21k	Looking for fixed rest days to spend time for her family
Text here.	Text here.	Text here.	Text here.	Text here.
Text here.	Text here.	Text here.	Text here.	Text here.

HR Interview

Interviewer:	Hanna	Date Interviewed:	29/11/2024
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Remarks:

Can was and okay with PEME.
 Renting a place in Mabolo with 3 younger siblings.
 Product of a broken family.
 Father is an aircon technician with a stay-in job; mother is a massage therapist and has her own family.
 College graduate and LET passer, but no plans to pursue a career in the academe as she needs a well-paying job to support her siblings (two of whom are in college).
 One sibling is studying criminology at UC.
 Another sibling is studying accountancy at ACT.
 The youngest is in SHS and plans to take up maritime studies.
 Has 10 months of BPO experience, handling Telco billing, soft selling, and assisting customers with troubleshooting.
 Relatives are providing financial help for her siblings' education, which is a great help, but she also needs a good compensation to support their living expenses.
 When she was younger, she tutored kids and worked as a sales lady in small stores during summer breaks.
 Claimed to have been awarded for excellent schedule adherence.

Result **Passed** **Failed**

OM/OD Interview

Interviewer:	Iris	Date Interviewed:	29/11/2024
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Remarks:

Comms: 5.5/10

BPO exp: 10 months (Telco)

- Learned about the job opening from her friend who has been with the company for two years.
- Attracted by the positive feedback and the fixed weekends off.
- Currently renting in Mabolo with her siblings.
- Originally from Leyte but has a house in Cebu, where her mother resides with another family. She chose to rent instead for convenience.
- After graduating college, she took the board exam for personal fulfillment but has no plans to pursue a teaching career, as her priority is earning an income. Being the eldest, she is focused on supporting her siblings who are in college, and she finds working more practical since teaching comes with many requirements.
- Detail-oriented and ensures good performance with no attendance issues.
- Expected salary package: 18K-22K, but open to what iPloy can offer.
- Can start ASAP

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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