

INTERVIEW ASSESSMENT FORM

DATE TODAY: 04/12/2024

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:	Lea Jane Olivan	Nickname:	Lea
Position Applied	CSR - Voice	Marital Status	Single
No. of Kids:	0	Age	23

Source of Application:

<input type="checkbox"/> WALK-IN	<input type="checkbox"/> FACEBOOK	<input type="checkbox"/> JOBSTREET	<input type="checkbox"/> MYNIMO	<input checked="" type="checkbox"/> REFERRAL pls. specify the name: 4595 - Kimberly Garcia	<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	35	Accuracy	100	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	30k	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
99 Friend Company (Non-BPO)	Jun 2024-Oct 2024 (4 months)	ESL Teacher	30k-40k (depends on booking)	Realized that teaching is not for her; looking for career growth in another industry
Explorers Bar Sidargo (Non-BPO)	Sep 2021-May 2024 (2 years & 8 months)	Server/Head Cashier	25k-40k	Establishment was closed
N/A	N/A	N/A	N/A	N/A

HR Interview

Interviewer:	Nina	Date Interviewed:	03/12/2024
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Remarks:
 ok tone, few grammar & pronunciation mistakes, can express ok, few fillers

- has 4 siblings, eldest; breadwinner; originally from Siargao, willing to relocate in Cebu and will temporarily stay with her friends
- mom > housewife; dad > fisherman; siblings > 1 studying, 2 working, 4 y.o kid
- college grad (2024) - EDU; took the board exam last Sep but has no plans to pursue it since it was not her first choice
- why bpo > has customer service experience, feels happy in serving customers
- why iploy > referred by her boyfriend's cousin; wanted to gain experience and build career
- long term plan > work for a long time
- what to expect > work under pressure, willing to learn from mistakes, strong empathy
- 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
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OM/OD Interview

Interviewer:	Iris	Date Interviewed:	04/12/2024
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Remarks:

Lea Jane Olivan - passed voice

Comms: 5/10

NO BPO experience

Work Experience: Almost 3 years

Referred by her friend, Kimberly Garcia.

Inspired to apply after hearing positive feedback about iPloy and its opportunities for career growth.

A fresh graduate of BS Education major in English, but realized that a teaching career is not for her. Teaching was not her intended course; she was forced to enroll due to limited options. She originally planned to take Social Work in Butuan but was stranded and unable to pursue it.

Feels disconnected from teaching as she believes it doesn't offer the career growth she is seeking.

Values not just the amount she earns but how she earns it.

Teaching was never her dream career.

She is the eldest and the breadwinner of her family.

Plans to stay temporarily at her friend's house while working.

Prioritizes career growth over salary and is fine with what iPloy has to offer.

Her parents are supportive and grateful, never demanding financial assistance, and are happy with whatever she willingly provides.

Available to start anytime.

Result

Passed

Failed

Keep in Pool (Ben)

Keep-in-pool (Initial interview and OM/DM interview)

No Show