

## INTERVIEW ASSESSMENT FORM

DATE TODAY: 10/12/2024

Do you have any travel plans? <b>No</b>	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:	Naicelynil Bartiana	Nickname:	Celyn
Position Applied	CSR- Voice	Marital Status	Single
No. of Kids:	n/a	Age	24 yrs old

**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 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	35	Accuracy	97	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B:17, 500 P:20k	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)	March 2024-September 2024 6 months	Comcast	20k	Personal Matters
Concentrix (BPO)	April 2023- June 2023 2 months	Intuit	24k	Transportation and proximity problems
Gaisano Grand Mall (NON BPO)	July 2021- January 2022 6 months	Cashier/ Customer Service	14k	Contractual

**HR Interview**

Interviewer:	Hanna	Date Interviewed:	10/12/2024
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Remarks:  
 Can wos and okay with PEME.  
 Communication skills: Average, with a few grammar errors attributed to nervousness (manageable).  
 Currently resides in the Municipality of Cordova with her three younger half-siblings.  
 Her mother is working in Hong Kong and is set to end her contract this year. She will not return abroad due to age restrictions, as she is already 45 years old.  
 She grew up with her grandparents, both of whom have passed away.  
 Her grandfather passed away in 2020.  
 Her grandmother passed away on October 27, 2024.  
 She was unable to pursue college due to her responsibilities as the eldest child and her desire to help her mother financially.  
 She quit her job at Concentrix in September to care for her grandmother (65), who was battling heart enlargement, diabetes, and insomnia. Since she grew up with her grandparents, she felt bad not making time for her grandmother during her final days.  
 She also resigned from her first job at Concentrix in 2023 due to proximity and transportation issues.  
 At the time, she lived in Minglanilla, and her shift started at 2:30 AM.  
 Commuting via motorcycle taxi cost her 289 pesos one way, making transportation unsustainable.  
 From June 2023 to March 2024, she helped her grandparents by selling dried fish.  
 She had great attendance records in her previous jobs and has no health conditions.

<b>Result</b>	<input checked="" type="checkbox"/> <b>Passed</b>	<input type="checkbox"/> <b>Failed</b>
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**OM/OD Interview**

Interviewer:	Ramelyn	Date Interviewed:	10/12/2024
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Remarks:

- com skills: 5/10
- residing in Cordova Cebu, weakness: an introvert type; strength: her family
- she is into badminton; track and field Athlete
- SHS Grad - Technological livelihood; no plans to pursue college as she wants to support her siblings
- mother: OFW; she was left to her grandparents; her grandmother died last October 2024 and it pains her so much; she is not with her 3 half siblings and her aunts are looking after them too.
- She seems hard working; transportation is no longer an issue for her because she is not living in Cordova.
- Can start asap

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