

INTERVIEW ASSESSMENT FORM

DATE TODAY: December 12, 2024

Do you have any travel plans?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, where?	n/a
Expected date of travel:	N/A	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:		Mea Coleen Ranan		Nickname	"Yang"		
Position Applied	CSR-Voice Role	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: 4368 Kimberly Gamutan	<input checked="" type="checkbox"/> OTHERS:
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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	95	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	15-20k	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

C. COMPREHENSION SKILLS

EXCELLENT
 SATISFACTORY
 NEEDS IMPROVEMENT

D. WORK EXPERIENCE (Latest 3)

EMPLOYER	EMPLOYMENT DATE	ACCOUNT	ALL-IN SALARY	REASON FOR LEAVING
N/A				

HR Interview

Interviewer:	Bless	Date Interviewed:	December 12, 2024
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Remarks:

- Can converse in English with few grammatical errors, but manageable and was able to express herself.
- Van's Vapeshop and Korean Foods (July 2021-Jan 2022) works as a cashier earning 200/per day or 5-6k, but she left her previous job because she decided to pursue her studies.
- BPO: no bpo experience, but she is very eager to work in the bpo industry. It pays a higher salary and she is okay with graveyard shift and any shifting schedule.
- Residing in Apas, Lahug with her friend Kimberly Gamutan. Eldest with 4 siblings (still studying), stepfather: unemployed, mother: service crew in Mcdonalds. She hasn't seen her biological father.
- College Graduate of Education, has no plans to pursue her degree since she can't see herself in the teaching field and it's not her passion. She took up the course because it was her mom's choice.
- Claims no attendance issues. Heard about our hiring from her friend who also works here in iPloy, Kimberly Gamutan, with great feedback and she sees herself working here for a long term.
- Amenable to WOS and can start ASAP. She is okay w/ PEME once she gets hired.

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

Interviewer:	Ramz	Date Interviewed:	12.12.2024
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Remarks:

- Com skills: 5/10
- Passionate on the things that she loves; dedicated; she can multi-task; tend to hide her feelings (weakness)
- Loves to cook and she aspire to become a housewife someday
- Used to run a lot from elementary to college
- College grad: loves her course as she loves the Language; her mother and uncle encourage her to become a teacher too; initially she wanted to take up Psychology because of Pandemic where a lot were going thru a lot and mental health is a thing.
- Her internship was the turning point of her life reason why she was really determined not to become a teacher someday.
- Mother: service crew in Mcdonalds (24yrs); haven't met her biological father; her stepfather is supporting them too; she is close with her half-siblings. (grade 11, 10 and grade 5); loves to eat together as a family; her mother supports her in this career choice.
- She worked in a vape shop and resto as a cashier
- Loves to build her career in the BPO industry;
- Can join 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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