

INTERVIEW ASSESSMENT FORM

DATE TODAY: 28/11/2024

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:	Myles Dominique Maata	Nickname:	Myles
Position Applied	CSR- Voice	Marital Status	Single
No. of Kids:	n/a	Age	30

Source of Application:

<input type="checkbox"/> WALK-IN	<input type="checkbox"/> FACEBOOK	<input type="checkbox"/> JOBSTREET	<input checked="" 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	65	Accuracy	98	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Expected Salary	B:23k P:25k	Availability	ASAP
-------------	-----	----	----------	----	--	-----------------	-------------	--------------	------

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
Logix BPO Philippine (RPO)	November 2022 - March 2023; 4 months	Sourcing Associate	18k	Personal Matters
The Virtual Hub PH (NONBPO)	2022; 3 months	HR Associate in Employee Relations	16k	The company let him go. More info in remarks
ePerformax (BPO)	March 2017- February 2018; 11 months	eBay	B: 12, 500 P: 18k	Conflict with schedule since he was studying

HR Interview

Interviewer:	Hanna	Date Interviewed:	28/11/2024
--------------	-------	-------------------	------------

Remarks:
 Can wos and okay with PEME.
 Myles is currently residing in Talamban.
 He is the youngest of four siblings, and both of his parents have passed away.
 He completed a degree in Psychology and gained experience in the HR field, specializing in employee relations and sourcing.
 Left Logix due to personal reason. His father passed away, which led to increased responsibilities.He had to convert their ancestral house in the province into a boarding house since no one would be living there.
 Their housekeeper in Cebu resigned without notice.
 Left Virtual Hub after failing to pass his probationary period. Management informed him that his performance did not meet the expectations for his role.
 He believes this was due to his lack of experience in graphic design, since it was part of his job as a Sourcing Specialist to create graphic designs.
 He did not speak negatively about the company and expressed gratitude for the opportunity to develop his skills in HR.
 Has previous BPO experience and felt it was time to return due to positive memories in the industry.
 During his employment gap since 2023, he applied for HR roles but did not receive any offers.
 Claims to have no health conditions and maintained excellent attendance with his previous company.
 A friend worked at iPloy around 2019, but he believes that person is no longer employed there, as they lost contact.

Result Passed Failed

OM/OD Interview

Interviewer:	Iris	Date Interviewed:	28/11/2024
--------------	------	-------------------	------------

Remarks:

Comms: 5.2/10

BPO: Around a year (ebay)

- Learned about the hiring opportunity on Mynimo and was introduced to iPloy through a friend who previously worked there.
- Had to focus on supporting his family in Mindanao and managing property matters due to the loss of a family member.
- Wants to return to being an agent and utilize his skills.
- Initially aimed to progress in HR, but circumstances have changed.
- No plans to return to Mindanao, as the housekeeper can manage things there now.
- Currently living with his sister in Talamban, Cebu City, and owns a vehicle.
- Has three siblings (youngest) – all are working.
- Enjoys conversing with people and claims to have strong work ethics.
- Open to taking on an HR role if the opportunity arises.
- Enjoys recruitment and is interested in Employee Relations but prefers being a recruiter.
- Feels stagnant in his current role and seeks more challenges and responsibilities after six months.
- Currently enrolled in an online business masterclass to expand his knowledge.
- Salary expectations:
 - Agent role: 23k
 - HR role: 19k-20k
- Open to a Sourcing Specialist position. (Knows graphic designing)
- Can start immediately.

Result

Passed

Failed

Keep in Pool (Ben)

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

No Show