

INTERVIEW ASSESSMENT FORM

DATE TODAY: December 11, 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: | | Zyke Daniehl Villanueva | | Nickname | "Zyke" | | |
| Position Applied | CSR-Voice Role | Marital Status | Single | No. of Kids: | 0 | Age | 26 |

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: | <input checked="" type="checkbox"/> OTHERS: |
|----------------------------------|-----------------------------------|------------------------------------|--|--|---|

Please use this form as a guide to assess or evaluate the applicant's qualifications for employment.

| | | | | | | | | | | |
|-------------|-----|-----------|----------|------------|--|-------------------------------|-----------------|------------|--------------|-------------|
| Typing Test | WPM | 48 | Accuracy | 100 | <input checked="" type="checkbox"/> Pass | <input type="checkbox"/> Fail | Expected Salary | 22k | Availability | ASAP |
|-------------|-----|-----------|----------|------------|--|-------------------------------|-----------------|------------|--------------|-------------|

- 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 |
|--|---|---|---------------|---|
| Delve Recruitment (non bpo) | Mar 2024-Nov 2024 (8 months) | Recruitment Analyst and Social Media Manager | 30k | need to downsize the number of employees |
| Sae Young Christian School (non bpo) | July 2021-Jan 2024 (2 years and 5 months) | Teacher | 11k | Looking for better salary |
| One Two Tea (non bpo) | May 2019-June 2020 (1 year) | Barista | 6k | Part time job |

HR Interview

| | | | |
|--------------|--------------|-------------------|-------------------|
| Interviewer: | Bless | Date Interviewed: | December 09, 2024 |
|--------------|--------------|-------------------|-------------------|

- Remarks:
- Can converse in English with few grammatical errors, but manageable and he was able to express himself.
 - BPO: no BPO experience but he is very eager to work in the BPO industry. He is okay with graveyard shift and any shifting schedule. He also sent his application from other BPO companies, but haven't received any feedback.
 - He is residing in Talisay, okay with our location here in CBP since he owns a motorcycle. Eldest with 3 siblings (still studying). His mom works in the BPO company, father: OFW.
 - Claims no attendance issues. Heard about our hiring through Mynimo with great feedback and he sees himself working here for a long term.
 - Amenable to WOS and can start ASAP. He is okay with PEME once he gets hired here.

Result **Passed** **Failed**

OM/OD Interview

| | | | |
|--------------|-------------|-------------------|------------|
| Interviewer: | Ramz | Date Interviewed: | 12.11.2024 |
|--------------|-------------|-------------------|------------|

- Remarks:
- Com skills: 5.5/10
 - Pleasant personality; critical thinker and meticulous to details;
 - Loves to do hosting; good in graphic designs
 - College graduate: Information technology with leadership award and joined a lot of organization
 - Plans: to become a lawyer (5-10 yrs)
 - Eldest in the 2 sibs; mother works in a BPO company; father: OFW (seafarer)
 - He can be a great material for recruitment but with his goal of getting promoted in the future, assigning him to that role might take a while for him to achieve his goal
 - Can start next week

Result **Passed** **Failed**

Keep in Pool (Ben)
 Keep-in-pool (Initial interview and OM/DM interview)
 No Show