

INTERVIEW ASSESSMENT FORM

DATE: 6/21/19

APPLICANT'S COMPLETE NAME: LEMUEL CAPAD PINO NICKNAME: LEM
 POSITION APPLIED: CSR VOICE / NON-VOICE MARITAL STATUS: SINGLE w/o depts AGE: 22
 WALK-IN FACEBOOK JOBSTREET MYNIMO REFERRAL, pls. specify: CHARITO OTHERS: _____
 M: Housewife eldest of 2 siblings OBITEN (colleague in Concentrix)
 F: Technician

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

TYPING TEST: WPM 38 ACCURACY 96 PASS FAIL Expected Salary 18-19k Availability 1st wk of July

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 MACTAN	Oct 2017 - Present (1 yr 9 mos)	Amaron	15k	Promoted but during peak season put back into primary roles. Stressful environment.

HR Interview

Interviewer: SAM

Remarks: Very friendly & talkative. Claims no lates & absences even if he lives far. Devout Catholic, wants weekends off. Good comms.

Result Passed Failed

OM/OD Interview

Interviewer: Me

Remarks: Wants to be a priest, Very religious. Claims he has perfect attendance. Office is very accessible.

Result Passed Failed

Client Interview

Interviewer:

Remarks:

Result Passed Failed