

Applicant Name: Mikita Jackson

Date: 7/16/15

Interviewer: Kate

1. How did you hear about Corporate Management Group? Ad? Referral?

Indeed

2. Is that a mobile / Cell phone or lan line? Do you accept text messages?

How about email?

612-275-7165 / text

3. (+/-) What are your pay expectations? (Make sure to explain our pay structure)

\$9 or higher

4. (+/-) What shift(s) do you prefer to work?

1st

5. (+/-) Are you available to work weekends?

yes / car

6. (+/-) How do you plan to get to and from work?

yes / car

7. (+/-) Tell me about what you did at (Pick a previous position listed on application)?

• Why did you leave that position?

Worked in a call center

- warehouse

• If relevant - Why were you terminated?

- pulled orders

- packaging

- shipping

(temp job)

8. (+/-) Have you ever made a mistake while at work?

Learn from it.

How did you handle it?

9. (+/-) Has there been a time when there wasn't any or enough work to do at one of your previous positions?

What did you do?

- Clean up around shop
- help co-workers

10. (+/-) Do you currently have any limitations or restrictions that we should be aware when considering you for a position? If so, What? (It does not eliminate them from opportunity we want to make the right match)

NO

11. Preparation _____

12. Comprehension _____

+10

Mikita Jackson

Call Center Representative

Bloomington, MN
mikita.jackson2014@gmail.com - 612-275-7165

Seeking entry level Of customer service
Authorized to work in the US for any employer

WORK EXPERIENCE

Call Center Representative

Master Staffing - Bloomington, MN - September 2013 to September 2014

Conducted outbound surveying clients.

- Explained objectives and procedures to interviewees during surveys

Master Staffing Bloomington, MN

Warehouse Production September 2013-September 2014

- Assembly line work for target posters.

Nanny/Babysitter

In Home Daycare - Minneapolis, MN - September 2011 to September 2014

Cleaning

- Meal Preparation
- Learning teaching manors

ADDITIONAL INFORMATION

Skills

- Analytical thinker pays strong attention to detail
- Independent and hard worker
- Dedicated and responsible worker
- Detail oriented Flexible and Reliable
- Leadership abilities as well as very team oriented