

Name : CAPE, MONIQUE

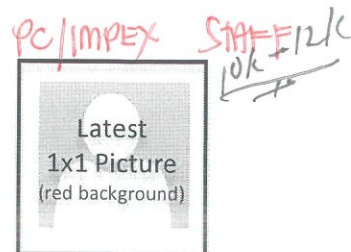
Date Applied : _____

Interview Result

	Interviewed by:	Passed	Failed	Signature
Initial Interview	Divine	✓		CAF
Department Interview	Ed de Grano	✓		Ed de Grano
		Accepted	Didn't Accepted	
Job Offer	R. Camalig	✓		Camalig



**FURUKAWA AUTOMOTIVE SYSTEMS
LIMA PHILIPPINES, INC.**



PERSONNEL INFORMATION FORM

Position Applied for.: IMPEX staff

Employee no.: _____

PERSONAL DATA:					
SURNAME <u>CAPE</u>	FIRST NAME <u>MONIQUE</u>	MIDDLE NAME <u>NA</u>	NICKNAME <u>MONIQUE</u>	AGE <u>23</u>	GENDER <input checked="" type="checkbox"/> Female <input type="checkbox"/> Male
PRESENT ADDRESS (Complete Address) <u>5-99 VILLA MA. CONCEPCION SUBDIVISION, old ✓ NAMUCO, ROSARIO BATANGAS</u> <i>apartment since 1/1/16</i>			DATE OF BIRTH <u>FEB. 18, 1996</u>	RELIGION <u>R.C.</u>	CIVIL STATUS <input checked="" type="checkbox"/> Single <i>no bf ✓</i> <input type="checkbox"/> Married <input type="checkbox"/> Single-Parent <input type="checkbox"/> Separated <input type="checkbox"/> Widow/er
PERMANENT/PROVINCIAL ADDRESS (Complete Address) <u>5-99 VILLA MA. CONCEPCION SUBDIVISION NAMUCO, ROSARIO BATANGAS</u>			PLACE OF BIRTH <u>MARILAO, BULACAN</u>	BLOOD TYPE	
EMAIL ADDRESS <u>cape.monique1996@gmail.com</u>	SOCIAL MEDIA ACCOUNT (FB, Instagram) <u>FB - Monique Cape</u>		TEL/ CEL NOS. <u>0966 800 1249</u>	WEIGHT <u>41</u>	HEIGHT <u>5'1</u>
SSS NO	PAG-IBIG NO	PASSPORT NO	DRIVER'S LICENSE NO		
TIN NO	PHILHEALTH NO <u>090256921714</u>	VALIDITY DATE	PROFESSIONAL LICENSE NO		

FAMILY DATA:				
SPOUSE NAME <u>N/A</u>	AGE	OCCUPATION	COMPANY	
CHILDREN'S NAME (from eldest to youngest)	AGE	OCCUPATION	COMPANY	
1. <u>N/A</u>				
2. <u>N/A</u>				
3.				
4.				
FATHER'S NAME <u>FRANCISCO D. CELESTINO</u> <i>> Bulacan</i>	AGE <u>64</u>	OCCUPATION <u>N/A</u>	COMPANY <u>N/A</u>	
MOTHER'S NAME <u>MARILOU E. CAPE</u> <i>> Davao</i>	AGE <u>45</u>	OCCUPATION <u>CARE GIVER - Rosario (united)</u>	COMPANY	
SISTERS/BROTHERS (from eldest to youngest)	AGE	OCCUPATION	COMPANY	
1. <u>MICHAEL CAPE</u> <i>- 1</i>	<u>22</u>	<u>N/A</u>		
2. <u>NICOLE CAPE</u> <i>- half sister</i>	<u>16</u>	<u>N/A</u>	<u>N/A</u> <i>job hunting before from</i>	
3.				
4. <i>dep father - heart attack - died 2016</i>				
5.				
6. <i>responsibility as eldest child</i>		<i>workstress: being late to dining college</i>	<i>Rosario → alaginan</i>	
7. <i>proper to work in private company</i>				
8. <i>strength: patience</i>				
9. <i>flexible</i>				
10. <i>stress management → tasks</i>			<i>prioritization</i>	
11.				
PERSON TO BE NOTIFIED IN CASE OF EMERGENCY <u>MARILOU E. CAPE</u>	RELATIONSHIP <u>MOTHER</u>	CONTACT NO. <u>0927 6714 399</u>	ADDRESS <u>NAMUCO, ROSARIO BATANGAS</u>	

EDUCATIONAL BACKGROUND:				
	NAME OF SCHOOL	DATE GRADUATED	PUT CHECK IF GRADUATED	DEGREE/COURSE
ELEMENTARY	<u>JAPHET LEARNING SCHOOL</u>	<u>2009</u>	<input checked="" type="checkbox"/>	
SECONDARY (HIGH SCHOOL)	<u>ST. JOSEPH COLLEGE</u>	<u>2013</u>	<input checked="" type="checkbox"/>	
VOCATIONAL				
TERTIARY (COLLEGE)	<u>BATANGAS STATE UNIVERSITY</u>	<u>2019</u>	<input checked="" type="checkbox"/>	<u>BS CUSTOMS ADMINISTRATION</u>

1 yr. GE shifted to customs,

plan to review: Jun - Nov 2020

considers self review due to cost

EMPLOYMENT RECORD:

COMPANY NAME (start with your present job)	POSITION	FROM (Month & Year)	TO (Month & Year)	REASON OF LEAVING	BASIC SALARY
1. Asian Terminal (Bts. Pier)	ATT	Aug 2018	Oct 2018	challenge: transportation	NA
2. BOC (CWA)	ATT	Oct 2018	Dec 2018	at work not recognizing remaining the date, but later in inspired	w/ food allowance
3. ↳ checking of docs importer & exporter					
4. > making of reports,					
5. Part time working student - looking for reception - deep second financial - extra cash					

CHARACTER REFERENCES (not relatives):

NAME	CONTACT NO	OCCUPATION	COMPANY
1.			
2.			

SKETCH THE LOCATION OF YOUR PRESENT ADDRESS (Pls. indicate the landmarks):

Mercury Drugstore
 Jollibee Rosario
 NAMUCO
 BAYAN ROSARIO
 LIPA
 Villa Ma.
 Concepcion Subdivision
 SJC
 Southstar Drugstore
 San Juan
 Andoke

I certify that the information contained in this application is true and complete. I understand that false information & misdeclaration may be grounds for not hiring me or for immediate termination of employment if I am hired. I authorize the verification of any and all information listed above.

Name & Signature:

MONIQUE CAPE

Date Accomplished:

October 03, 2019

INTERVIEW ASSESSMENT

To be filled-up by Recruitment Section:

GENERAL INFORMATION	Yes / No	REMARKS	DESCRIPTION	RATINGS	REMARKS
1. Are you willing and able to stand for long periods of time?	Yes		1. Appearance/Mannerism	3	
2. Are you willing to work on any shift?	Yes		2. Speech/Communication	3	
3. Do you smoke?	No		3. Reasoning & Judgement	3	
4. Do you drink alcoholic beverages?	Occ.		4. Job Knowledge	2	
5. Have you ever worked for FALP before?	No		5. Experience in Work Applied	1	
6. Is this your 1st time to apply & be interviewed at FALP?	Yes		6. General Knowledge	3	
7. Do you have plans to work abroad?	Yes		7. Pose & Maturity	3	
8. Do you have relatives/friends working in FALP?	NO		8. Personality, Attitude & Social Adjustment	3	
9. How did you find out the Job Vacancy?	<input type="checkbox"/> Walk-in <input type="checkbox"/> Job Site <input type="checkbox"/> Referral <input type="checkbox"/> Others (pls specify)				

Comments:

CG: Stigmatism (since 14 yrs old) 150/100 ang 19
 B: X
 H: X
 BT: X
 MH: HB-mother

Conducted by: (Name & Signature)

Date:

To be filled-up by HR Section:

Salary & Benefits	Amount	Remarks	Salary & Benefits	Amount	Remarks
1. Latest Salary			4. Non-Monetary Benefits		
2. Number of Bonuses					
3. Cash Allowance			Others		
Comments:			Conducted by: (Name & Signature)		Date:

Monique Cape
S – 99 Namuco, Rosario Batangas
+639668001249
cape.monique1996@gmail.com



OBJECTIVE To gain more knowledge and enhance my skills to seek any opportunity that fit my qualities and to contribute growth of the company through my honest work, good performance and dedication.

**HIGHEST
EDUCATIONAL
ATTAINMENT**

TERTIARY:

Batangas State University / own preferences
 BatStateU Main Campus I
 Rizal Avenue., Batangas City
 Bachelor of Science in Customs Administration
 SY 2015 – 2019

**ORGANIZATIONAL
AFFILIATIONS**

Philippine Society of Customs Administration Students

Batangas State University Chapter

Batangas City

Member

2015 - 2019

Philippine Society of Customs Administration Students

Batangas City Chapter

Member

2015 - 2019

EXPERIENCE

Receptionist

FIM CATERING SERVICES

Namuco, Rosario Batangas

2016 – 2018

↳ part-time / on call > permanently 500php

SEMINARS
ATTENDED

The ABC of CMTA and Its IRR: Expounding the Basics

Batangas State University - Amphitheater CITE building
Rizal Ave., Batangas City
February 03, 2017

Excise Tax on Brand New Automobiles

Batangas State University -Amphitheater CITE building
Rizal Ave., Batangas City
March 05, 2017

Customs Valuation and Modes of Payment

Batangas State University - Gymnasium
Rizal Ave., Batangas City
March 11, 2017

ICC Incoterms 2010 and Modes of Paying Imports

Batangas State University - Gymnasium
Rizal Ave., Batangas City
March 11, 2017

**Seize the TRAIN: Recognizing and Understanding RA
10963**

Batangas State University - Gymnasium
Rizal Ave., Batangas City
March 26, 2018

**Cargo Clearance, Updates on CMTA and General Rules
for the Interpretation of Harmonized System**

Batangas State University Amphitheater CITE building
Rizal Ave., Batangas City
April 2018


SKILLS AND
CAPABILITIES

- Computer literate
- Have the ability to work effectively and efficiently

- Good in communication skills
- With pleasing personality
- Willing to be trained and responsible

PERSONAL INFORMATION	Birthday:	February 18, 1996
	Birthplace:	Marilao, Bulacan
	Sex:	Female
	Nationality:	Filipino
	Religion:	Roman Catholic
	Height:	5'0
	Weight:	40 kg

I hereby certify that the above information are true and correct to the best of my knowledge and belief.


Monique Cape
Applicant