Pre-Interview Form

Customer Service (Fresh Graduate)

What is this Pre-Interview Form? Deliveree is a high performance, fast moving, hard working, competitive, and progressive technology company with a culture similar to what you would find in Silicon Valley. This important Pre-Form takes us beyond your resume and grades to understand more about you. Our recruiting team only processes applications with a completed and comprehensively answered Pre-Form.

ABOUT YOU

- What was your undergraduate GPA at university? Undergraduate only.
- This position will require you to work shifts. Each shift is 9 hours including 1 hour break and there will be 5 shifts per week. It's possible for you to be shifted on weekends and public holidays. This will also require you to work from the office and to arrange transport for yourself for all shifts, including late-night shifts. Are you able to agree to this?
- During busy seasons (Ramadan and year-end), BOC agents will be asked to work overtime to help handle queries or issues from customers. All overtime is paid according to the government regulations. Are you able to agree to this?
- Do you smoke cigarettes or vape?
- Where are you currently living? Include below a Google map link to your city or area.
- If you are currently living in the Jabodetabek or Greater Surabaya area, estimate your travel time to-work in the morning and to-home in the evening from our office in that city. If you do not live in either area, you may skip this question.
- Do you plan to commute everyday or relocate closer to the office? If you commute, what mode of transportation will you use? Please keep in mind that Deliveree does not offer any additional allowances for commuting or living expenses.
- Which of the below cities are you able to be assigned to? Select all that apply.

  Jakarta
  Bandung
  Semarang
  Yogyakarta
  Surabaya
  Lampung
  Medan

Batam
Palembang
Jambi
Pekanbaru
Any (hint, this answer gives you the best chance of being selected)

- Please make a chronological list of the age/gender of all your siblings (including yourself). Only mention your name, do not write the names of your siblings.

YOUR SKILL SETS

- What is your TOEFL score (or equivalent) and when did you last take your test? Answer the question by typing below and support your answer by attaching your score to the email. If you do not have a test score from the past 18 months, take the below 50 minute test (we don't accept the 15 minute quick check) and attach a screenshot of your final score to the email.

  https://www.efset.org/

- Rank your skills for each of the below items (1 is beginner and 10 is excellent):

  Google Drive:
  Google Docs:
  Google Sheets:
  Google Slides:
  Microsoft Word:
  Microsoft Excel:
  Microsoft Powerpoint:
  Database Software (include name):
  Lead Management Software (include name):

- Rank your skills for each of the below items (1 is beginner and 10 is excellent)):

  Presentation creation:
  Public speaking and presenting:
  Spreadsheet creation:
  Data analysis:
  Process analysis:
  Operations analysis:
  Project management:
  Team coordination:
  Team leadership:
  Web research:
  Field research:
  Translation between Bahasa & English:

- Were you ever the lead organizer or one of the main co-organizers of any student events while in high school or university? If so, please give us your event organization title, a summary of what you did, the names, dates, and locations of the events, the purpose of the events, approximately how many people attended the events.

YOUR WORK EXPERIENCE

Please fill the details below with your most recent full-time work experience (contract or permanent) in this part. However, if you don't have any, you can fill the details with your most recent part-time, internship or freelance.

- How long was your most recent semester break and what did you do with it? Be detailed in your description.

- Provide your title, department, company, start date, end date of your most recent or current job.

- Provide title of the person you reported to in your most recent or current job.

- In your most recent or current job, how would you describe your performance?

  A. Lower than Targets
  B. Met Targets
  C. Exceeded Targets
  D. Substantially Exceeded Targets

- In your most recent or current job, what is your net post-tax monthly salary? If you receive bonuses or incentives, please describe. Be prepared to support this with pay slip or bank statement.

- If you are currently unemployed, why did your last job come to an end? If you are currently employed, why do you wish to leave your job? Be detailed and honest in your answer, it will be kept confidential (as will your entire application). This answer is very important to us. Please avoid general platitudes like "looking for a challenge" and other overly general answers. Be detailed and specific to your situation.

YOUR FUTURE

- Please list the 2 most important things when deciding what job you will accept. List them in order of importance and describe in detail.

- If offered a position, when is the soonest you can start full-time? Be specific.

- What is your salary expectation? Be realistic.

- On what site did you find our job posting?

YOUR PREFERENCES

- Do you have any medical conditions that may interfere with your ability to attend work consistently/reliably and to perform standard work duties as a healthy adult?

- If you have any medical conditions as described in your answer above, please confirm in very clear words if this condition will impact your ability to work long hours, carry a heavy workload, operate under stress, and to be effective in a competitive work environment?

- Do you regularly do any outdoor hobbies, recreational activities, or sports? If so, please describe.

- How comfortable are you when you are outdoors in the heat? Answer on a scale of 1-5 (1 very uncomfortable and 5 very comfortable).

- When you think of your ideal job, what % of time would you like to work indoors vs outdoors? Answer in % terms.

- When you think of your ideal job, what % of time would you like to be working at your desk vs client sites such as warehouses or other logistics facilities? Answer in % terms.

- Do you have a driving license?

- Do you know how to drive a car or ride a motorbike? If yes, which ones and how many years experience with each?

- Do you own or have permanent access to a car or motorbike? If yes, which one or both?

YOUR COVID-19 VACCINATION STATUS

- How many shots have you completed?

- Date of last shot?

- If not already fully vaccinated, what date do you expect to be?

- What brand vaccine have you received?

Good job finishing our Pre-Form! Now send this completed Pre-Form to the original requestor and don't forget to also include your cover email, resume, and other documents that have been requested in this form. Due to security, we are unable to open links or download files so always send files as standard attachments to the email.