



# BIO ZENISES MEDIVENTURES PVT. LTD.

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photo here

## INTERVIEW FORM / PERSONAL DATA

POST APPLIED FOR: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

### 1. PERSONAL INFORMATION

Full Name (In Bold Letters): \_\_\_\_\_

Father's Name: \_\_\_\_\_

Date of Birth (DD/MM/YYYY): \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Age (in years): \_\_\_\_ Gender:  Male  Female

Nationality:  Indian  Others If others, please specify \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Email ID: \_\_\_\_\_

Contact No. \_\_\_\_\_ Residence: \_\_\_\_\_ Mobile: \_\_\_\_\_

### 2. FAMILY DETAILS (To include parents, brothers, sisters, spouse & children)

Name	Relationship	Age	Qualification	Occupation

### 3. LANGUAGES KNOWN

Language	Speak	Read	Write	Understand
English				
Hindi				
Others (Please specify)				

### 4. COMPUTER LITERACY

Skill	Poor	Average	Good	Excellent
MS Word				
MS Excel				
Power Point				
Internet				

### 5. EDUCATIONAL QUALIFICATIONS

Qualification / Course / Degree	Board / University / Institute	Year of Passing	Percentage / Marks

Other Qualifications: Licenses, Skills, Training, Awards, Achievements, etc.

- \_\_\_\_\_
- \_\_\_\_\_

### 6. WORK EXPERIENCE

Company / Organization	Designation	From (MM/YYYY)	To (MM/YYYY)	Salary (CTC)	Reason for Leaving

### 7. EXTRA-CURRICULAR ACTIVITIES / INTERESTS

\_\_\_\_\_

- Have you been previously interviewed by us?  
If yes, when? \_\_\_\_\_
- Are there any civil or criminal cases pending against you or any associated parties?  
(Yes / No) \_\_\_\_\_
- Who referred you to us? \_\_\_\_\_
- Salary Drawn per annum: \_\_\_\_\_
- If offered a job, when can you join? \_\_\_\_\_

### DECLARATION

I certify that the information contained in this application is true and complete to the best of my knowledge and belief. I understand that false information may be grounds for not hiring me or may result in immediate termination of employment at any point, if I am hired. I authorize the verification of any or all information listed above.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
Place: \_\_\_\_\_ Full Name: \_\_\_\_\_

### FOR HR USE ONLY

Date of Interview: \_\_\_\_\_ Date of Joining: \_\_\_\_\_  
Designation: \_\_\_\_\_ Salary: \_\_\_\_\_  
Remarks: \_\_\_\_\_

## PHARMA HR INTERVIEW EVALUATION SHEET

### PHARMA SALES BASIC KNOWLEDGE MCQs

1. What is the difference between generic and branded medicines?

- A) Generic medicines are illegal
- B) Branded medicines have company brand names while generic medicines are sold by composition name
- C) Generic medicines are always fake
- D) There is no difference

2. Who is the main target customer in pharma sales?

- A) Doctors and Chemists
- B) Drivers
- C) Teachers
- D) Engineers

3. Before promoting a medicine, a sales executive should know:

- A) Product composition and uses
- B) Doctor's favorite food
- C) Car model of customer
- D) Mobile games

4. What is most important while meeting a doctor?

- A) Arguing with doctor
- B) Professional communication
- C) Talking loudly
- D) Ignoring doctor's time

5. If a doctor refuses your product, what should you do?

- A) Fight with doctor
- B) Stop visiting permanently
- C) Politely follow up later
- D) Force the doctor

6. What is the role of a stockist/distributor?

- A) Manufacturing medicines
- B) Delivering medicines to retailers/chemists
- C) Treating patients
- D) Writing prescriptions

7. Why is follow-up important in pharma sales?

- A) To build relationships and increase orders
- B) To waste time
- C) To reduce sales
- D) Not important

8. Which quality is most important for a pharma sales executive?

- A) Communication skills
- B) Sleeping skills
- C) Anger
- D) Laziness

9. What should you do before visiting a doctor?

- A) Know product details and plan discussion
- B) Go without preparation
- C) Talk unrelated topics
- D) Ignore product knowledge

10. What helps achieve pharma sales targets?

- A) Regular doctor visits and follow-ups
- B) Avoiding customers
- C) Late reporting
- D) Poor communication

# PHARMA HR INTERVIEW EVALUATION SHEET

## SITUATIONAL MCQs FOR PHARMA SALES EXECUTIVES

1. **If your friend's wedding and an important doctor meeting are on the same day, what will you do?**
  - A) Attend the wedding because personal life is more important
  - B) Manage both properly but prioritize the important meeting first
  - C) Ask someone else to handle your work without informing senior
  - D) Cancel the meeting completely
2. **Why is work important in pharma sales?**
  - A) It helps in professional growth and target achievement
  - B) It keeps employees busy throughout the day
  - C) It is important only for incentives
  - D) It helps avoid pressure from seniors
3. **If your manager gives you a difficult target, what should you do?**
  - A) Try achieving part of the target and ignore the rest
  - B) Discuss challenges professionally and improve efforts
  - C) Wait for market conditions to improve automatically
  - D) Reduce doctor visits to avoid pressure
4. **A doctor is busy and asks you to visit later. What will you do?**
  - A) Politely revisit at a suitable time
  - B) Wait outside the clinic the whole day unnecessarily
  - C) Convince staff to force the meeting somehow
  - D) Stop meeting the doctor permanently
5. **If you are tired but still have pending doctor visits, what should you do?**
  - A) Complete important visits before taking rest
  - B) Finish reporting only and skip field work
  - C) Continue working without planning priorities
  - D) Postpone all visits without information
6. **Why is discipline important in sales?**
  - A) It improves consistency and professional image
  - B) It helps employees avoid daily reporting
  - C) It is useful only during training period
  - D) Discipline matters more in office jobs than sales
7. **If a customer behaves rudely, how should you respond?**
  - A) End the conversation immediately
  - B) Stay calm and respond professionally
  - C) Ignore the customer completely from next time
  - D) Explain aggressively to prove your point
8. **What should be your main priority during office hours?**
  - A) Maintaining relationships with colleagues
  - B) Completing field work and customer responsibilities
  - C) Focusing mainly on reporting work
  - D) Spending more time on personal calls
9. **If your senior suddenly asks you to travel for work, what will you do?**
  - A) Refuse because it disturbs personal routine
  - B) Cooperate professionally and plan accordingly
  - C) Delay the trip without informing properly
  - D) Ask another employee to go instead
10. **Why are regular doctor visits important?**
  - A) They improve visibility and business relationships
  - B) They help reduce office reporting work
  - C) They are mainly useful for new employees only
  - D) They increase travel expenses unnecessarily
11. **If your friend asks you to skip work for a party, what will you do?**
  - A) Complete important work before making personal plans
  - B) Attend the party and manage office later somehow
  - C) Apply leave without checking pending work
  - D) Ignore office calls for the day
12. **Which quality is most important for a sales employee?**
  - A) Fast talking skills only
  - B) Responsibility and communication skills
  - C) Ability to avoid pressure situations
  - D) Strict behavior with customers
13. **If your sales performance is low this month, what should you do?**
  - A) Improve follow-ups and analyze mistakes
  - B) Wait for the market to improve automatically
  - C) Reduce visits and focus only on reporting
  - D) Depend completely on team support
14. **If you make a mistake during work, what should you do?**
  - A) Inform senior honestly and correct the mistake
  - B) Try hiding it until someone notices
  - C) Blame workload pressure immediately
  - D) Avoid discussing the issue completely
15. **Why is honesty important in pharma sales?**
  - A) It builds trust and long-term professional relationships
  - B) It helps avoid difficult conversations
  - C) It is important mainly during interviews
  - D) It improves chances of quick promotions only
16. **If a doctor says your product is expensive, what should you do?**
  - A) Explain product value and benefits professionally
  - B) Compare competitor products negatively
  - C) Reduce confidence during discussion
  - D) End the meeting quickly
17. **If you fail to achieve your target once, what should you do?**
  - A) Improve planning and work harder next time
  - B) Reduce expectations for future targets
  - C) Focus only on easy customers
  - D) Avoid discussing targets with seniors
18. **What should you do if two important tasks come at the same time?**
  - A) Prioritize tasks based on urgency and importance
  - B) Finish whichever task feels easier first
  - C) Delay both tasks until pressure reduces
  - D) Ask others to decide every time
19. **Why is punctuality important in pharma sales?**
  - A) It creates a reliable and professional image
  - B) It mainly helps in reducing travel stress
  - C) It matters more for office staff than sales staff
  - D) It is important only during meetings
20. **If a customer rejects your product repeatedly, what should you do?**
  - A) Continue professional follow-ups with better understanding
  - B) Reduce visits immediately
  - C) Convince aggressively during every visit
  - D) Focus only on new customers instead