

Select for Production & Distribution v3



Survey Results for *Robin Example*

ID:

Test Date: 3/12/2017 4:18:49 PM

Organization: 060/0 [] æ ^

This Report Is Confidential

- Lock it up
- Don't leave it out
- Don't show it to the candidate

Use This Report To Make Good Decisions

- Retest or avoid candidates with Invalid results
- Avoid candidates with Avoid scores
- Use interview probes and other report information to evaluate Okay, Good
- Combine information from all sources (survey, interview, references, etc.)



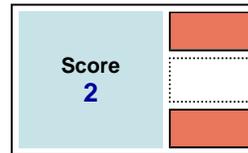
Random Response:

A check for random responding. If Invalid, the candidate could not or did not read the test well enough to avoid responding randomly, and these results should not be used.



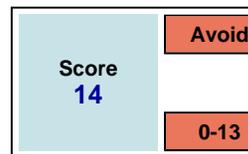
Integrity Index:

A measure of the candidate's attitudes about personal integrity and work ethic.



Performance Index:

A measure of the traits associated with successful performance in this job.



Performance Sub-scale Analysis:

The table presents the candidate's scores for each sub-scale of the Performance Index.

Flagged areas should be probed in the interview.

Subscale
Energy (activity level; action orientation)
Frustration Tolerance (remain emotionally positive in spite o
Preference for Structure (work within ordered processes & pro
Acceptance of Diversity (tolerance of others different from self
Self Control (restraint over words and actions)
Productive Attitude (desire to be personally productive)

*If flagged, see interview probe suggest

Counterproductive Behaviors

In this section, undesirable responses by the candidate to theft, job commitment etc. questions are presented. The total number of survey questions for each topic selected an undesirable response to the following:

JOB COMMITMENT (10 possible questions)

- How many employers have you had in the last three years? . . **Three**

WORK ETHIC (6 possible questions)

- It would bother you very much if you knew another employee was losing

Disagree

"

"

Preparation:

- Review the application form
- Review the test results

STEP 1: Open the Interview

Hello, my name is _____ and I'm the _____ (your position). We're _____ position. The purpose of this interview is to learn more about you and your work experience, questions about your previous experience, how you approach certain things, etc. You should take some notes -- that's to help me remember better what you said after the interview is over; what we want is to learn more about you. At the end, I'll leave some time for you. If you are ready, we can begin.

STEP 2: Review the Application and Investigate Potential Problems

___ All blanks completed?	___ Employment gaps?
___ Application signed?	___ Extremely high or low?
___ Several jobs in the last 2 years?	___ Earnings show progression?
___ Vague reasons for leaving job(s)?	___ Can complete all e

Example Questions

I see that you were unemployed from _____ to _____. Please tell me about this period.

I see that you left your previous employer. Would you explain further?

I noticed that you have changed jobs frequently in the recent past. Why?

STEP 3: Review Test Flags and Begin In-depth Questions

While asking the following interview questions, be sure to listen and probe in the following areas:

- Questionable Ethics/Integrity
- Low Self Control
- Low Productive Attitude

1. Tell me about your responsibilities in your previous jobs. Which did you like most and which did you like the least and why? Please provide me with examples of each of these responsibilities and how they relate to the role and how they might or might not fit the work environment.

2. Why are you considering leaving or why did you leave your current/last job? (List reasons)

Development Suggestions

Congratulations on joining our team! We want our team members to be a start, and the purpose of this report is to help you along that path. This information you receive from your manager during your training, will help you to develop your effectiveness in the role.

As part of the selection process you completed an assessment tool which has been proven to have an impact on success in this type of role. Based on your responses, we have identified several development areas for you. These are highlighted in the Development Suggestions. Working to develop your skill set in this area(s), you can learn to be more effective, therefore putting yourself in the best position to succeed in this role.

Low Productive Attitude

Your responses to the assessment suggest that you may have less trusting of others. This could be that you are cautious in general or perhaps you have felt taken advantage of by other workers. In either case carrying this skepticism into your new role may hinder your ability to build positive work relationships. To develop a more positive, productive attitude, consider the following suggestions:

- Evaluate how committed you are to the organization and your team. Are you willing to give your all? Maybe your productivity is solid, but you need to be more committed.
- Concentrate on developing a more positive attitude. Think in terms of pride in what you do without considering what you can personally get out of it.
- Work with your boss to set specific goals for yourself in terms of productivity. Compare what other people are doing.
- If you feel that more is expected of you than of others, rather than feel discouraged because your supervisor sees strong potential in you or that they feel you are in a difficult situation. Embrace this perception and think of yourself as a role model for others.

Low Self Control

The assessment results suggest that you can be spontaneous in your thinking. This can lead to making impulsive decisions or taking action that you later regret. To improve your self-control, consider the following suggestions:

- Stop to think before you react. Count to 10, bite your tongue, or do not say anything impulsively.
- When you need to make a decision, pause to think through it carefully. Consider all assumptions.
- Think about options and alternatives. List the pros and cons of each option.
- Consider the broader impact of a solution and how it might impact the organization in the long run. Think back to similar situations and what the outcomes of your solutions were.
- Ask yourself if you are prepared for the consequences of making a bad decision.
- Get in the habit of being thorough in your decision making by following a process. Gather all the information you need. Look for the real cause of the problem. How will other people be affected? If so, how will you deal with this?

Low Work Ethic