

test center

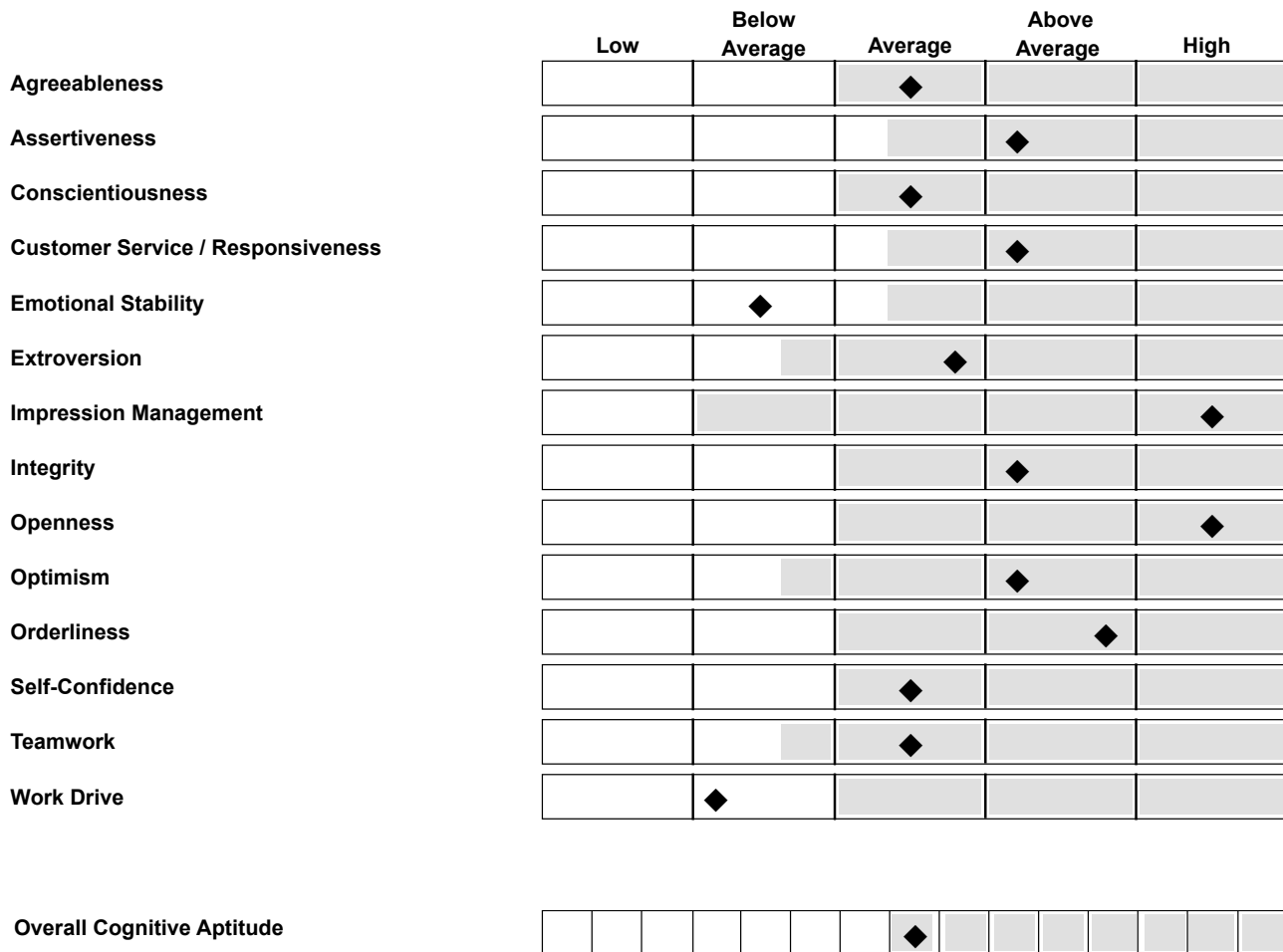
by People Systems

Estimator Assessment Report

Candidate: XXXXXXXXXXXX
Username: XXXXXXXXXXXX
Date: XXXXXXXXXXXX

Sample Report

The following pages represent a report based on the results of a psychological assessment. The profile presented below summarizes key results in each area compared against general population norms (indicated by the descriptors Low, Below Average, Average, Above Average, and High) and with norms for high performers in the type of job for which the candidate is applying (indicated by the shaded areas). The candidate's score is indicated by the diamond symbol : ◆



Cognitive Aptitude Assessment

Compared to general adult norms using standardized tests which were validated for a wide range of positions, we estimate Grant's overall level of general intellectual aptitude to be in the **50-59 percentile** range. His individual aptitude levels are:

Abstract Reasoning 40-49%ile

Numeric Reasoning 50-59%ile

Verbal Reasoning 70-79%ile

Grant has an average level of general cognitive aptitude. He should be able to handle most routine assignments and tasks without difficulty. He should be a satisfactory (though not outstanding) general problem-solver and information processor in this job.

Explanation of Cognitive Aptitude Scores:

The aptitude scores in this section reflect percentile rankings -- not percent correct on the test. With percentiles, the average is the 50%ile. Half of the people score below this score and half score above it. As another example, if a person scores 80-89%ile on a specific test in this report, it means that they scored as well as or better than 80-89% of the norm group, but not as high as 11-20% of the norm group.

The **Overall Cognitive Aptitude** is an average of the separate aptitude sections given to this candidate.

The lower the Overall Cognitive Aptitude score, we predict that the candidate will have difficulty learning new information and making decisions. For example, if they are well experienced in their occupation, they may be able to continue to perform well practiced tasks adequately, but have difficulty learning new things. As such, they will need additional training time and more support from supervisors. People who produce lower Overall Cognitive Aptitude scores generally prefer tasks that call for specific responses rather than ones requiring insightful solutions. They are also slower in processing information and are often easily overwhelmed by complex problems, especially ones they have not dealt with before.

The higher the Overall Cognitive Aptitude score, the more we predict that the candidate will learn quickly, pick up a lot of new information on their own without needing to be trained, handle a large information load easily, make decisions in an efficient manner, and show a great deal of insight about how to solve new and complex problems.

Personality Assessment

Strengths:

- He will usually be agreeable and congenial in his interactions with other people. Unless he is particularly upset about something at work, you can expect him to avoid arguments and contentious interactions.
- Grant can usually assert himself and stand up to difficult situations. He can also seize the initiative, when needed, and bring his influence to bear in a variety of situations.
- He is moderately conscientious and trustworthy in the way he works. Grant fulfills most commitments and expectations, though he also makes up his own mind about when and how he will do so.
- Grant places substantial emphasis on customer satisfaction and retention in his work. He tries to anticipate and fulfill customer needs and demands courteously and without delay. As a manager, Grant usually encourages customer responsiveness by the people who report to him.
- Grant tends to be genial and pleasant in most work-based interactions. He is unlikely to be swayed by social factors when making decisions or attending to his own job tasks and duties. Grant will exchange important information with other employees in an efficient manner.
- He is attuned to what is the right thing to say and do in social situations. Very observant and shrewd, he tries to evaluate the consequences of his decisions before committing himself to a course of action.
- Grant registers as having a sound level of integrity and honesty. He is unlikely to do things which others would consider to be improper, immoral, or dishonest.
- He will embrace new ideas and practices on his job. Grant is very receptive to change and innovation in the workplace. Improving operations as well as the skills of subordinates will be a high priority for him on a continuing basis. He will make a concerted effort to advance his job-related knowledge and abilities.
- Fairly optimistic about most things, Grant tries to look for positive qualities in people and future opportunities. He is not one to form negative preconceptions quickly. Grant will focus on positive qualities in the people he works with, the projects he works on, and the organization he works for. As a manager, Grant often conveys upbeat expectations to his subordinates which can help them persevere on difficult assignments.
- Grant is usually systematic and careful in the way he works. Grant appears to have fairly good organizational skills.
- In his management role, Grant relies on a balance of independent and interdependent work. He will emphasize individual as well as group goals, feedback, and accomplishments.

Developmental Concerns:

- He can sometimes be unpleasant or difficult to deal with when interacting with other people . Grant may need some feedback about being more consistently pleasant and congenial in his interactions with coworkers.
- He may sometimes fail to do things when and how he said they would be done. Grant could be more conscientious and reliable in the way he meets job expectations and responsibilities.
- Scoring below-average on emotional stability, Grant may not always have good control over his emotions. He may have considerable difficulty handling heavy job pressure and frustration in an appropriate manner . Other employees may see him as more easily angered, frustrated, or upset than is appropriate for someone in a leadership role.
- In order to build good relationships with employees and other key people throughout the company, Grant could be somewhat more sociable, gregarious, and outgoing. He may need to communicate more frequently and make more effort to avail himself of input from others .
- He may sometimes act in ways that others perceive as phony or lacking in candor. Grant could be more genuine in his job-based interactions, particularly among people with whom he must work closely with on a continuing basis.
- Grant may need to be more concerned with teamwork and cooperation among his subordinates. He could try harder to get them to help each other and to work cooperatively to achieve common goals.
- With a below-average work drive, Grant may be insufficiently motivated to work long hours when needed . He may need to be more willing to extend himself to meet heavy or unexpected job demands. As a manager, Grant may fail to set a desirable example for subordinates of working with a sense of urgency and persistence to reach important goals.

INTERVIEW QUESTIONS

After reviewing the assessment results for this candidate, you may want to conduct a structured interview to further explore and clarify some specific concerns. The interview questions listed below reflect areas of concern raised by the assessment results. You should keep asking questions until you have gained confidence in your assessment of the candidate. You can use some or all of these questions when interviewing the candidate. You will probably want to customize these questions to best fit your style and what you already know about the candidate as well as the job for which s/he is being considered. Most of these are behavioral description items which ask the candidate to describe specific behavior on the job. Some additional probes which you might want to use with individual questions are:

- * When did this take place?
- * What factors led up to it?
- * What were the outcomes?
- * What did others in the organization say about this?
- * How often has this type of situation arisen?

EMOTIONAL STABILITY

- Tell me about a time when you had to keep on working despite having some problem or concern weighing on your mind. [Probes: How long did it go on? How was it resolved? How often has this kind of thing happened in the last six months?]
- Stress is a natural part of most work environments these days. Describe a situation where some significant form of stress has impacted you on your job and how you dealt with it.
- Describe a situation where you learned to live with something stressful at work.
- He is systematic and orderly in his work. He should be comfortable managing job-related data and information.

WORK DRIVE

- Under what conditions, if any, do you think a company has a right to ask its employees to work long hours? What is the upper limit for you on how many hours/week you are willing to work on an ongoing basis to meet the demands of your job.
- Describe some ways that you think your commitment to your family or personal life away from the job may have limited your advancement opportunities or earnings potential. How do you feel about this?
- What are the potential problems associated with a company expecting too much overtime from their employees or encouraging them to become workaholics?
- Describe how you keep work separate from your home and personal life and how you keep job demands from intruding on your free time.
- Under what situations would you be willing to work overtime and weekends for your job? How long would you be willing to do so?

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