

General Employability Screen Demo Sample



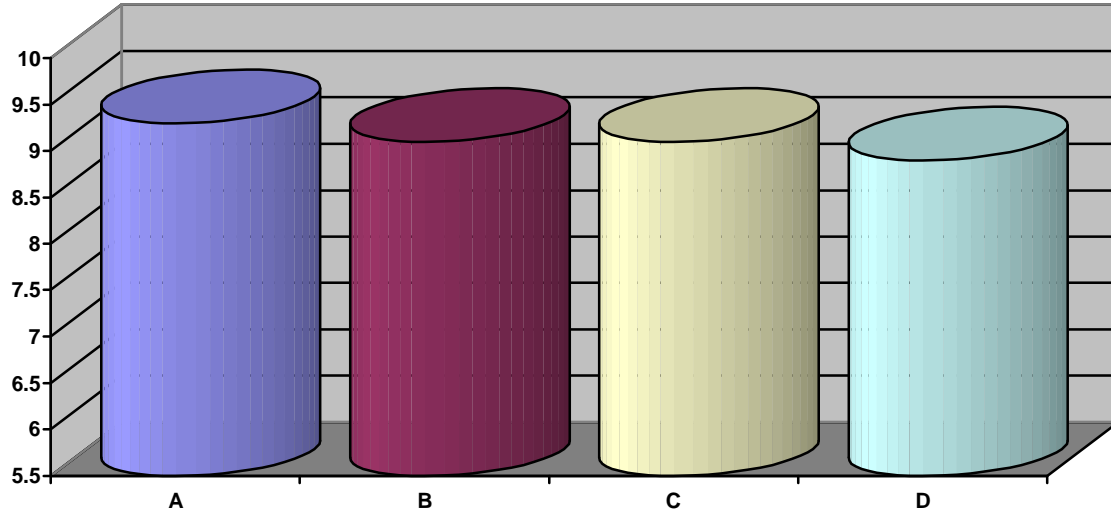
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General Employability Screen

GLOBAL GRAPH



Low Risk (Excellent ability to utilize the capacity and translate the talent into decisions; reduces the potential for errors and mistakes)	8.8 to 10.0
Situational Risk (Very good ability to utilize the capacity especially in well defined areas; however, there are specific situations that can interfere with the translation into decisions)	8.5 to 8.79
Conditional Risk (Limited access to the capacity indicating actual conditions that will increase the potential for mistakes and errors and restrict the transfer into decisions)	8.2 to 8.49
Real Risk (Restricted access to the capacity indicating the ability is consistently unavailable and individuals are subject to mistakes and errors in judgment)	6.0 to 8.19

A) Works With Others (Low Risk) — This capacity measures the ability to see and appreciate the needs and interests of others and the ability to deal with others in a concerned but objective manner.
B) Gets Things Done (Low Risk) — This section measures the ability of an individual to focus energy on tasks and follow them to completion dealing with the stresses and strains without losing freedom of action.
C) Knows What To Do (Low Risk) — This capacity measures a person's ability to decide what issues are relevant and need attention including intuitive insights, practical, common sense and conceptual abilities.
D) Job Related Attitudes (Low Risk) — This capacity measures a person's general work ethic and work attitudes indicating ability and willingness to take direction and work within organizational standards.

**General Employability Screen
Work Synopsis**

CAPACITY	LOW RISK	SITUATIONAL RISK	CONDITIONAL RISK	REAL RISK
WORKS WITH OTHERS				
Insight Into Others	ü			
Attitude Toward Others	ü			
Prejudice/Bias Index	ü			
Sensitivity To Others	ü			
KNOWS WHAT TO DO				
Common Sense Thinking	ü			
Attention To Concrete Detail	ü			
Intuitive Insight	ü			
Proactive Thinking Ability		ü		

General Employability Screen Work Synopsis

CAPACITY	LOW RISK	SITUATIONAL RISK	CONDITIONAL RISK	REAL RISK
GETS THINGS DONE				
Results Oriented		ü		
Persistence	ü			
Consistency	ü			
Self Confidence	ü			
JOB RELATED ATTITUDES				
Doing Things Right	ü			
Willing To Follow Directions	ü			
Attitude Toward Authority		ü		
Responsibility/Accountability	ü			

General Employability Screen

CORE STRENGTHS

Insight Into Others: (Working With Others) (WE-1A)

Low Risk

Keen insight into others combined with a positive attitude builds a realistically optimistic evaluation of others.

Attitude Toward Others: (Working With Others) (WE-2A)

Low Risk

Positive, open attitude toward others generates genuine concern about the needs and interests of others.

Prejudice/Bias Index: (Working With Others) (WE-3A)

Low Risk

An optimistic attitude combined with good awareness builds tolerance for different ideas and ways of doing things.

Sensitivity To Others: (Working With Others) (WE-4A)

Low Risk

The ability to be open to the needs and interests of others, without being too subjective and involved.

Common Sense Thinking: (Knowing What To Do) (WE-5A)

Low Risk

Excellent ability to see and pay attention to things in a practical, functional and common sense way.

Attention To Concrete Detail: (Knowing What To Do) (WE-6C)

Low Risk

Good practical common sense and a compulsion for doing things right creates immediate awareness and balance.

General Employability Screen

CORE STRENGTHS

Intuitive Insight: (Knowing What To Do) (WE-7)

Low Risk

Excellent ability for relying on intuitive insight and inner 'gut' feelings for identifying and solving problems.

Persistence: (Ability to Get Things Done) (WE-10B)

Low Risk

The ability to understand the value of personal commitment even though there is some uncertainty about the future.

Consistency: (Ability to Get Things Done) (WE-11C)

Low Risk

The ability to see and understand the value staying on track even though there is some indecisiveness about the future.

Self Confidence: (Ability To Get Things Done) (WE-12I)

Low Risk

Ability to generate, and attention to developing, realistic confidence about one's ability to perform.

Doing Things Right: (Job Related Attitudes) (WE-13A)

Low Risk

A strong sense of perfectionism generates focus and attention on making certain that things are done right.

Willing To Follow Directions: (Job Related Attitudes) (WE-14B)

Low Risk

An understanding of organization rules and procedures is tempered by strong individualistic thinking.

General Employability Screen
CORE STRENGTHS

Responsibility, Accountability (Job Related Attitudes) (WE-16B)

Low Risk

A clear understanding of the importance of attending to the consequences of decisions and actions.

General Employability Screen

DEVELOPMENT COMMENTS

Proactive, Conceptual Thinking: (Knowing What To Do) (WEI-8C)
Situational Risk

Attention to being individualistic and inventive creates a lack of attention to consequence of decisions and actions.

Results Oriented: (Ability To Get Things Done) (WEI-9B)
Situational Risk

Lack of attention to results can generate a tendency to delay decisions or to overlook what needs to be done.

Attitude Toward Authority: (Job Related Attitudes) (WEI-15B)
Situational Risk

Strong individualism can lead one to covertly or overtly disregard existing authority, standards, or rules.

General Employability Screen

INTERVIEW GUIDES

Interview Notes (WEI-8C) The interview should focus on the extent to which their skeptical, 'chip on the shoulder' attitudes and their inability to handle confusion and chaos can get in the way of getting things done. The following steps are recommended:

1. Make the interview confusing and disorganized. Skip from one idea and topic to another but ask questions which see whether or not they can keep up.
2. Display a skeptical and possibly cynical attitude yourself and see whether they join in with negative reactions.
3. Give an example where there is a conflict between putting out fires and organizing and getting things done and ask them to evaluate what the problems are and what can be done to correct them.
4. Suggest a problem situation in which you blame the company for not getting things done. For example, tell them that you can never see enough good people and blame the company because they never support your recruiting efforts. See whether they join in your assessment of the situation.

Interview Notes (WEI-9B) The interview should focus on the risk of their inability to get things done and stay focused on practical results. The following steps are recommended:

1. Give them an example of a situation in which they must deal with a conflict in their daily schedule balancing commitments to their home, friends, and work.
2. Ask them to list the most important tasks that an employee of your organization must perform. Then require them to give you an example of how they would perform those tasks.
3. Ask this person to describe how important they feel dress codes and appearance are. Do not either agree or disagree with them and ask them to describe how they feel they should dress and present themselves to the public.
4. Ask them what norms and codes of conduct are most important to them.
5. Suggest that as far as you are concerned, people can dress as they like as long as they are comfortable and get the job done. Evaluate their reaction to your suggestion.

General Employability Screen

INTERVIEW GUIDES

Interview Notes (WEI-15B) The interview should examine this person's willingness to covertly or overtly do things their own way. The following steps are recommended:

1. Provide them a problem situation from the work environment that has several different alternatives, one of which follows company guidelines. Use a company option that is not as functional but represents a more orderly way of solving the problem. Indicate that sometimes the company alternatives are not always the most functional and suggest that sometimes employees have to go it their own way to get things done. See how they respond and how much they are willing to go around company guidelines.
2. See how willing they are to rationalize getting around or replacing company policies by appealing to practical thinking.