

# BENCHMARK REPORT



# **EMPLOYER REPORT**

For Hiring, Training & Coaching

John Doe - Sample Report

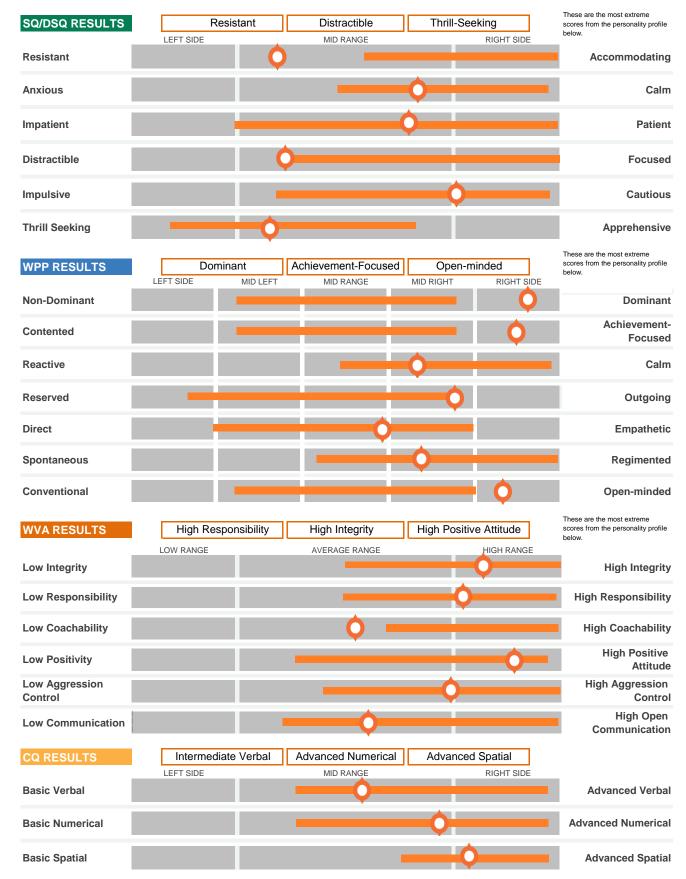
Benchmark: Laborer

May 12, 2017



# John Doe- Summary Report

(Laborer Benchmarks)



Disclaimer: Results should always be considered in the context of all available information about a person; do not use this as the sole factor for making employment-related decisions.

# SAFETY RISK FACTORS

# **Safety Personality Defined**

- This section is a summary of the individual's safety-related personality traits calculated from the assessment questionnaire.
- · Everyone has core personality traits and tendencies or "default settings" that affect behaviors.
- · "Default settings" can be hard to change, but you can reduce risk by increasing self-awareness & choosing safe behaviors.

# SQ<sup>™</sup> Score:

# Mr. Doe's primary traits:

51

- Scores range from 0 to 100
- Lower scores tend to be riskier
- · Higher scores tend to be safer

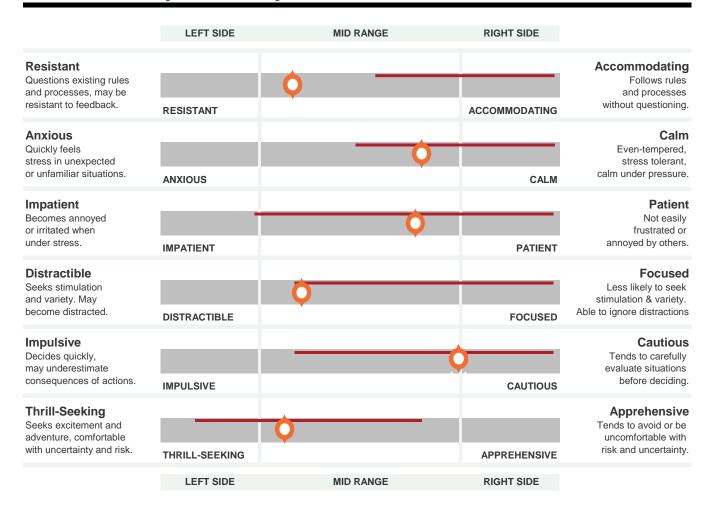
Resistant

**Thrill-Seeking** 

**Distractible** 

These are the most extreme scores from the personality profile below.

# Mr. Doe's Safety Personality Profile:



### Mr. Doe's Validity Category:

### Acceptable

If the validity category is "Caution":

- · Interpret the results above with caution
- Verify results with interview and reference questions



Marker: Represents this person's results.

### Benchmark:

Represents the desired range for this organization

### Disclaimer:

We cannot predict the occurrence of specific incidents, but only the probability that people will engage in behaviors that increase the likelihood of incidents. These assessment results should always be considered in the context of all available information about a person; do not use this as the sole factor for making employment-related decisions.

# **COACHING CONSIDERATIONS**

## **Dimension 1: Resistant vs. Accommodating**

# Resistant Questions existing rules and processes, may be resistant to feedback. RESISTANT LEFT SIDE MID RANGE RIGHT SIDE ACCOMMODATING

# DMMODATING questioning.

Accommodating

Follows rules and

processes without

### Mr. Doe scored in the Mid Range of Resistant vs. Accommodating.

This area measures rule-following and openness to new ideas, re-training and coaching. People who score in the mid range have an average level of openness to re-training, new ideas, coaching and generally accept existing rules and processes.

### Positive aspects of how Mr. Doe scored:

- · Generally open to coaching and re-training
- Comfortable working within set guidelines
- · Follows standard operating procedures

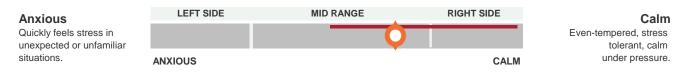
### Safety risks and tips for managing Mr. Doe:

- May not always inform others when standard procedures aren't appropriate
- Would benefit from knowing the reasons behind rules and the consequences of ignoring them
- · May hesitate to stop and question things

### Suggested Interview Questions to probe "Fit"

- Tell me about a situation where you felt that if you followed standard rules and procedures it might be unsafe. How did you handle the situation? Did you tell anyone?
- Tell me about a time when you were supposed to follow rules or regulations that you thought were unnecessary. What was the situation and what did you do?

### Dimension 2: Anxious vs. Calm



### Mr. Doe scored in the Mid Range of Anxious vs. Calm.

This area measures a person's ability to handle stress and think clearly under pressure. People who score in the mid range can usually handle stress well when in unexpected, uncomfortable or unfamiliar situations.

### Positive aspects of how Mr. Doe scored:

- Able to work effectively when under normal levels of stress
- · Seen as balanced and stable
- · Receptive to feedback and coaching

### Safety risks and tips for managing Mr. Doe:

- · Would benefit from feedback and coaching
- Should be encouraged to build confidence through skill development
- May need to be reminded to see mistakes as developmental opportunities

- Give me an example of a time when you had to complete high pressure or stressful tasks at work. What was the situation and what did you do?
- Give me an example of a time when you had to decide what to do extremely quickly in order to avoid an accident. Describe the situation in detail.

# **COACHING CONSIDERATIONS**

# **Dimension 3: Impatient vs. Patient**

# Impatient Becomes annoyed or irritated when under stress.



# Patient Not easily frustrated or annoyed by others.

### Mr. Doe scored in the Mid Range of Impatient vs. Patient.

This area measures a person's level of emotional control and how stress affects how they deal with others. People who score in the mid range can usually handle stress without becoming annoyed or irritated by others.

### Positive aspects of how Mr. Doe scored:

- · Would respond well to positive feedback
- Will likely be even-tempered under typical job stress
- · Will generally be a supportive team member

### Safety risks and tips for managing Mr. Doe:

- When under extreme stress, may become annoyed by others
- Should be encouraged to speak up if something is bothering him/her
- · Would not usually take others' behavior personally

### Suggested Interview Questions to probe "Fit"

- Give me an example of a work situation where you let someone know that their behavior was unacceptable.
   What was the situation?
- Give me an example of a work situation where you became angry about something. What was the situation and how did you handle it?

### **Dimension 4: Distractible vs. Focused**

# **Distractible**Seeks stimulation and variety. May become distracted.



Focused
Less likely to seek
stimulation and variety.
Able to ignore distractions.

### Mr. Doe scored in the Mid Range of Distractible vs. Focused.

This area measures a person's level of focus and their need for variety and stimulation. People who score in the mid range can usually stay focused without becoming distracted or bored.

### Positive aspects of how Mr. Doe scored:

- · Able to remain focused and alert
- · Can remain mindful of details
- · Not likely to become bored or distracted easily

### Safety risks and tips for managing Mr. Doe:

- · Would benefit from having some variety in tasks
- · Comfortable when circumstances change
- May become restless or bored after long periods of repetitive work

- Tell me about a time when you had to do boring or tedious work. What was the situation and what did you do to stay focused?
- Tell me about a time when you were distracted and you narrowly avoided an accident. Describe the situation in detail.

# **COACHING CONSIDERATIONS**

# **Dimension 5: Impulsive vs. Cautious**



### Cautious

Tends to carefully evaluate situations before deciding.

### Mr. Doe scored on the Right Side of Impulsive vs. Cautious.

This area measures a person's level of caution when making decisions. People who score in the mid range have an average level of caution and usually evaluate their decisions before acting.

### Positive aspects of how Mr. Doe scored:

- · Able to take quick action in unusual situations
- Will consider possible negative consequences of actions
- · Not likely to make quick decisions

### Safety risks and tips for managing Mr. Doe:

- May need to be reminded to think through possible negative consequences of actions
- May need coaching on when to decide quickly and when to decide slowly and carefully
- Would benefit from learning the mistakes others have made

### Suggested Interview Questions to probe "Fit"

- Give me an example of when you could have done a task quickly but you decided that taking quick action might be too risky. What was the situation and what did you do?
- Give me an example when you rushed while doing something and made a mistake as a result. What was the situation and how did it turn out?

# Dimension 6: Thrill-Seeking vs. Apprehensive

Thrill-Seeking
Seeks excitement and adventure, comfortable with uncertainty and risk.

LEFT SIDE MID RANGE RIGHT SIDE

THRILL-SEEKING

APPREHENSIVE

### **Apprehensive**

Tends to avoid or be uncomfortable with risk and uncertainty.

### Mr. Doe scored in the Mid Range of Thrill-Seeking vs. Apprehensive.

This area measures a person's level of excitement seeking. People who score in the mid range have an average level of excitement seeking and usually do not prefer risk taking and uncertainty.

### Positive aspects of how Mr. Doe scored:

- · Open to trying new ways of completing tasks
- · Not likely to be fearful or afraid of acceptable risks
- · Able to recognize risks that can be avoided

### Safety risks and tips for managing Mr. Doe:

- May benefit from help in recognizing risks he/she may overlook
- May not always recognize when risks should not be tolerated.
- May become bored with tasks that he/she has already mastered

- Tell me about a time when you were doing work that you thought was risky. What was the situation and how did you react to it?
- Tell me about a time when you were distracted and you narrowly avoided an accident. Describe the situation in detail.

# **WPP RESULTS**

### Introduction

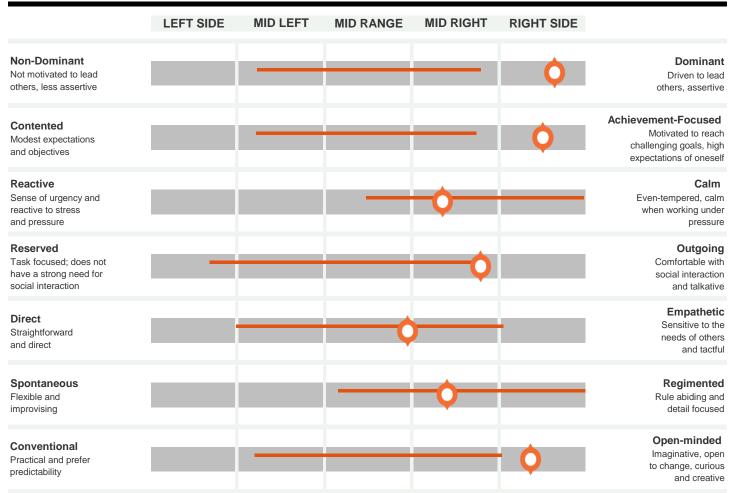
This report is a summary of strengths and areas for coaching and development based on responses to the items in the assessment. The report is focused around seven main dimensions addressing different aspects of your workstyle. Keep in mind as you read the report that right side scores are not better than left side scores. There are positive and negative implications for both right side and left side scores, although certain scores are more preferable for certain roles.

## Summary of Mr. Doe's results:

Dominant Achievement-Focused Open-minded

These are the most extreme scores from the personality profile below.

# Summary of Mr. Doe's results:



### Validity Category

### Acceptable

If the validity category is "Caution":

Interpret the results above with cautionVerify results with interview and reference questions

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The marker represents your results.

The average results of working adults is at the middle point of each dimension.

### **Preferred Score Range**

 The bar represents the optimized score range for the Laborer position.

# **SUMMARY OF RESULTS**

### **STRENGTHS**

# A) Positive aspects related to how Mr. Doe scored:

### Achievement-Focused

- · Self-motivated to reach high goals
- Has high standards and expectations of themselves and others
- Focused on completing tasks and reaching objectives
- · Enjoys difficult challenges

### **Empathetic**

- · Seen as cooperative and friendly
- Honest and direct
- · Will be comfortable voicing opinions
- · Will strive to maintain good relations with others

### **Open-minded**

- Willing to experiment with new tools and methods
- Thinks strategically
- · Open to change and new ideas
- Good at finding creative solutions to problems

### **Dominant**

- · Confident and self-motivated
- · Sets and reaches difficult goals
- · Enjoys leading others
- Assertive and driven

### POTENTIAL CHALLENGES

## B) Management Considerations related to how Mr. Doe scored:

### **Achievement-Focused**

- Would respond well to being recognized for reaching objectives
- Would prefer to have challenging goals rather than easy ones
- · May be too self-critical if goals aren't met
- Would respond well to being encouraged to exceed expectations

### **Empathetic**

- May be too flexible with difficult people
- May not feel comfortable facing interpersonal conflict
- Will likely want supportive relationships with coworkers
- May need encouragement to be direct and forthright

### **Open-minded**

- Should be given the opportunity to try new approaches to tasks
- Should be included in brainstorming or strategizing
- · Would enjoy facing new challenges
- Will be comfortable adapting to change and taking risks

### **Dominant**

- Would benefit from ongoing coaching on leadership skills
- Can be given the authority to lead important projects/initiatives
- Will likely prefer to decide how and when tasks are completed
- Will not prefer to be managed or monitored closely



# SUGGESTED AREAS TO INTERVIEW

### Mr. Doe scored in the Right Side of the Non-Dominant vs. Dominant dimension.

This dimension measures the degree to which a person is driven to take charge and lead others.

### Interview Questions: Suggested questions to probe into this area to assess 'fit':

- Tell me about a time when you disagreed with a decision that your Tell me about a time when you disagreed with a decision that your manager made. What was the situation, how did you handle it and what was the result?
  - manager made. What was the situation, how did you handle it and what was the result?

### Mr. Doe scored in the Right Side of the Contented vs Achievement-Focused dimension.

This dimension measures the degree to which a person is focused on achieving challenging goals.

### Interview Questions: Suggested questions to probe into this area to assess 'fit':

- Tell me about a time when you felt that you weren't challenged enough in your job. What was the situation and how did you handle it?
- Tell me about a time when you really had to push yourself to achieve a difficult goal. What was the goal and how did you reach it?

### Mr. Doe scored in the Mid Right of the Reactive vs. Calm dimension.

This dimension measures the degree to which a person is calm and tolerant of stress and pressure.

### Interview Questions: Suggested questions to probe into this area to assess 'fit':

- Give me an example of a situation where you recognized that you had to take urgent action. What was the situation and what did you do?
- Tell me about a time when you were particularly overwhelmed with your responsibilities at work. What strategies did you use to deal with this pressure?

### Mr. Doe scored in the Mid Right of the Reserved vs. Outgoing dimension.

This dimension measures the degree to which a person enjoys and is comfortable with social interaction.

### Interview Questions: Suggested questions to probe into this area to assess 'fit':

- Give me an example of a time when you were in a situation where communicating with someone was challenging. What was the situation and how did you handle it?
- Give me an example of when your listening skills played a key role in achieving an objective. Describe the situation in detail.

### Mr. Doe scored in the Mid Range of the Direct vs. Empathetic dimension.

This dimension measures the degree to which a person is sensitive to the feelings of others & shows empathy.

### Interview Questions: Suggested questions to probe into this area to assess 'fit':

- Tell me about a time when you had to be assertive in order to get something done. What did you do and what was the result?
- Tell me about a time when you helped a co-worker who was experiencing personal problems. What was the situation, what actions did you take, and what were the results?

### Mr. Doe scored in the Mid Right of the Spontaneous vs. Regimented dimension.

This dimension measures the degree to which a person is conventional, rule abiding and detail-focused.

### Interview Questions: Suggested questions to probe into this area to assess 'fit':

- Give me an example when you weren't satisfied with the quality of your work but you didn't have the time or resources to complete it properly. Describe the situation in detail.
- Give me an example of a time when you had to plan and organize something complex. What was the situation and what was the result?

### Mr. Doe scored in the Right Side of the Conventional vs. Open-minded dimension.

This dimension measures the degree to which a person is curious, imaginative and creative.

### Interview Questions: Suggested questions to probe into this area to assess 'fit':

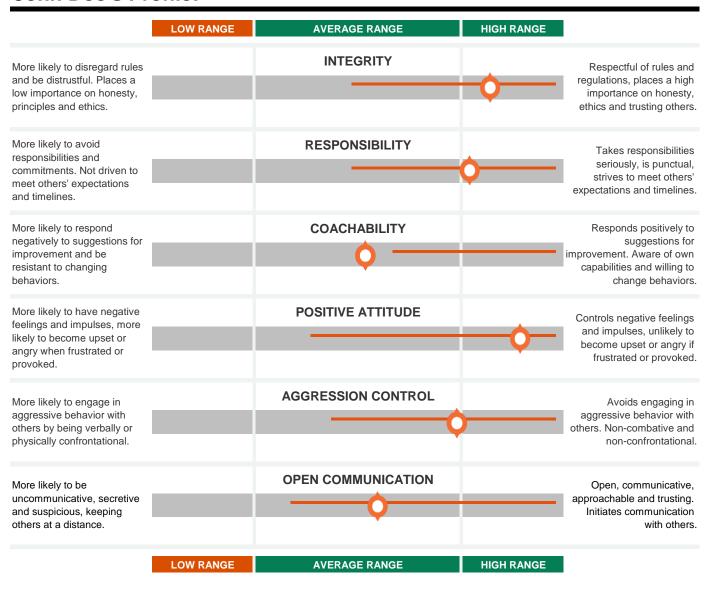
- Tell me about a time when you had to do a tedious task or set of tasks. What was the situation and what did you do?
- Give me an example of a time when you needed to be creative or innovative in order to complete a task or objective. What was the situation and how did you respond?

# **WORK VALUES RESULTS**

### Introduction

- This section is a summary of the individual's work values calculated from the assessment questionnaire.
- · Scores in the Low Range indicate potential risks.
- · Everyone has core personality traits and tendencies or "default settings" that affect behaviors.
- These "default settings" can be hard to change, but you can **reduce the risk of negative outcomes** by increasing awareness of risks and actively managing problem behaviors.

### John Doe's Profile:



### John Doe's Validity Category:

### Acceptable

If the validity category is "Caution":

- Interpret the results above with caution
- Verify results with interview and reference questions

### Benchmark:

Represents the desired range for this organization



#### Marker:

Represents this person's results. The average results of working adults is at the mid point of each dimension.

#### Disclaimer:

We cannot predict the occurrence of specific incidents, but only the probability that people will engage in behaviors that increase the likelihood of incidents. These assessment results should always be considered in the context of all available information about a person; do not use this as the sole factor for making employment-related decisions.

# **INTERVIEW QUESTIONS**

# Integrity

More likely to disregard rules and be distrustful. Places a low importance on honesty, principles and ethics.



Respectful of rules and regulations, places a high importance on honesty, ethics and trusting others.

### John Doe scored in the High Range

### Suggested Interview Questions to probe "Fit":

- Sometimes we need to 'bend the rules' in order to get things done. Give me an example of a time when you needed to do this.
- Tell me about a work situation when you recognized that someone was trying to trick you or take advantage of you. What was the situation and how did you handle it?

## Responsibility

More likely to avoid responsibilities and commitments. Not driven to meet others' expectations and timelines.



Takes responsibilities seriously, is punctual, strives to meet others' expectations and timelines.

### John Doe scored in the Average Range

### Suggested Interview Questions to probe "Fit":

- Tell me about a time when you demonstrated that you are a dependable worker. Describe the situation and what you did.
- Sometimes we're given deadlines that are too short. Tell me about a time when you needed extra time to complete a task.

# Coachability

More likely to respond negatively to suggestions for improvement and be resistant to changing behaviors.



Responds positively to suggestions for improvement. Aware of own capabilities and willing to change behaviors.

## John Doe scored in the High Range

- Give me an example of a time when you changed a behavior or stopped a bad habit. What was it and what did you do to change?
- · Give me an example of something about yourself that you'd like to improve. Why would you like to improve it?

# **INTERVIEW QUESTIONS**

### **Positive Attitude**

More likely to have negative feelings and impulses, more likely to become upset or angry when frustrated or provoked.



Controls negative feelings and impulses, unlikely to become upset or angry if frustrated or provoked.

### John Doe scored in the High Range

### Suggested Interview Questions to probe "Fit":

- Tell me about a time when you had a disagreement with someone at work. What was the situation, what did you do and what was the result?
- Tell me about a time when someone at work did something that irritated you. What did they do and how did you react?

# **Aggression Control**

More likely to engage in aggressive behavior with others by being verbally or physically confrontational.



Avoids engaging in aggressive behavior with others. Non-combative and non-confrontational.

### John Doe scored in the Average Range

### Suggested Interview Questions to probe "Fit":

- We all have people we don't get along with. Describe a time when you had to work with someone you didn't get along with and what you did.
- Sometimes we have to be strong leaders and teach others lessons. Tell me about a time when you needed to do this.

# **Open Communication**

More likely to be uncommunicative, secretive and suspicious, keeping others at a distance.



Open, communicative, approachable and trusting. Initiates communication with others

### John Doe scored in the Average Range

- Sometimes we have to be secretive about things at work. Give me an example about a time when you didn't share information with your co-workers because it was the right thing to do.
- Tell me about a time when you had to get to know a new person or group of people in a work situation. Describe the situation and how you handled it.

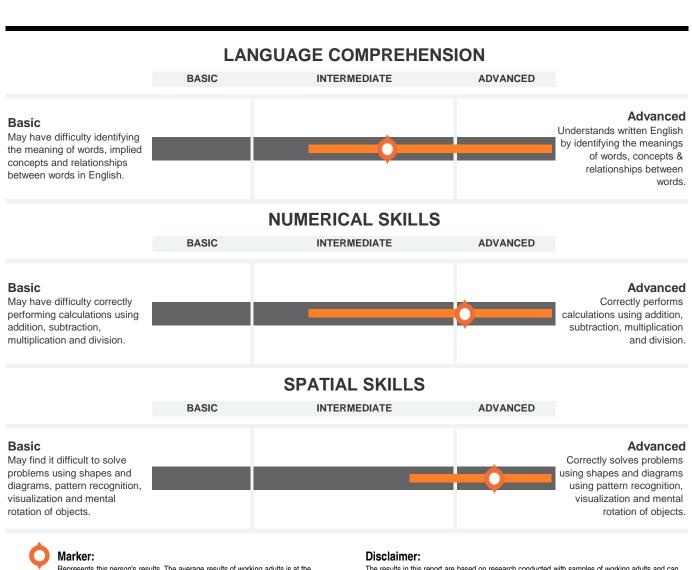
# **SUMMARY RESULTS**

# **Introduction to Cognitive Quotient (CQ)**

- This report is a summary of strengths and areas for coaching and development based on responses to the items in the assessment.
- · The report is focused around three main dimensions addressing different aspects of cognitive ability.
- The results in this report are based on research conducted with samples of working adults and can be expected to represent some of the participant's work-relevant characteristics.

### Mr. Doe's overall scores:





Represents this person's results. The average results of working adults is at the middle point of each dimension.

#### Benr Renr

### Benchmark:

Represents the desired range of this profession.

The results in this report are based on research conducted with samples of working adults and can be expected to represent some of the participant's work-relevant characteristics. It is important to remember, however, that these results should not be used as the sole factor for a pass/fail when making a hiring decision and should always be considered in the context of all available information about the participant's fit to a specific role and work environment.

### **DETAILED RESULTS**

# LANGUAGE COMPREHENSION



### Mr. Doe scored in the Intermediate Range with a score of 58.

This scale measures a person's ability to understand written English by identifying the meanings of words and the relationships between words. Mid scoring individuals understand written words and concepts of moderate difficulty.

### Tips for managing & training Mr. Doe:

- Would be able to make correct judgments from most written information
- Able to understand written material of moderate difficulty
- May need assistance with extremely complicated written materials

### Suggested Interview Questions to probe "Fit"

- Tell me about a time when there was complex document that you found challenging to read and understand.
   Describe the situation and what you did.
- Tell me about a recent time when you had to read and follow instructions to complete a task by yourself. What was the situation and how did you handle it?



### Mr. Doe scored in the Advanced Range with a score of 77.

This scale measures a person's ability to correctly perform calculations using addition, subtraction, multiplication and division. High scoring individuals would be able to perform calculations correctly on the job.

### Tips for managing & training Mr. Doe:

- Would not require assistance with problems requiring numerical calculations
- Would be able to make correct decisions and judgments based on numerical calculations
- · Would likely be able to understand numerical data

### Suggested Interview Questions to probe "Fit"

- Tell me about a time when you had to read and understand data in numbers such as financial data or measurements.
   Describe the situation and what you did.
- Describe an especially complicated number-based problem that you faced in the past. What was the problem and how did you find the solution?



### Mr. Doe scored in the Advanced Range with a score of 84.

This scale measures a person's ability to solve problems by recognizing patterns of shapes and visualizing how to manipulate objects. High scoring individuals would be able to correctly solve problems involving physical objects or shapes.

### Tips for managing & training Mr. Doe:

- Would be able to solve complex problems where mentally rotating or manipulating objects is required
- Would be able to understand and follow complex diagrams or flowcharts
- Would be able to solve problems requiring visualizing shapes or objects

- Tell me about a recent time when you had to fix something mechanical and it was very challenging. What was the situation and how did you handle it?
- Give me an example of a task where you had to follow a complicated diagram or flowchart. What was the situation, what did you do, and what were the results?