Jane Sample

Assessment Results

July 21, 2015

Transitions Training LLC
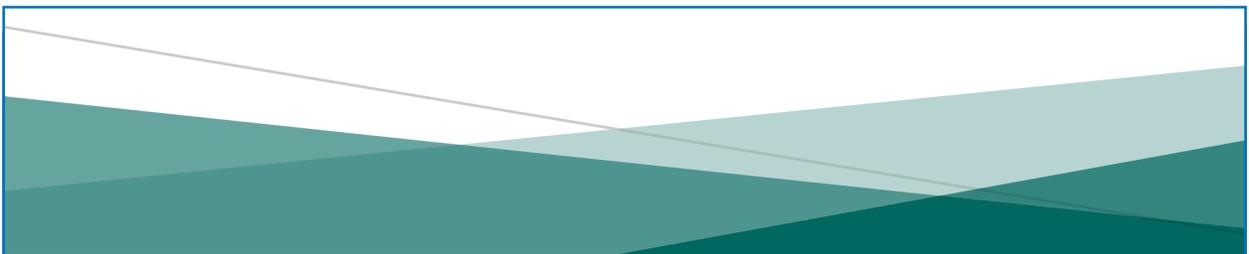
General Cognitive Abilities

On the paper and pencil test of general cognitive abilities, Jane scored in the 82nd percentile, or Above Average range. This means that she did better than 82 out of 100 persons in her ability to solve paper and pencil problems of this nature. Jane did not complete all of the items within the allotted time. When given additional time to complete the test, she raised her score to the 95th percentile, or Very Superior range. This means that Jane could benefit from a little extra time in new situations to do her best. In familiar roles and situations Jane operates in the 95th percentile.

Personality

Jane is extremely dependable and has a complete, realistic, and practical respect for the facts. She is serious, quiet, and earns success by concentration and thoroughness. She is practical, orderly, matter-of-fact, and logical. She takes responsibility to see to it that everything is well organized. She is painstaking, systematic, hard-working and careful with particulars and procedures.

It may at times look like Jane cares more about tasks getting done than people, but she cares a great deal about people and just may not always know how to express appreciation. She is loyal to the organization and relationships and at the same time values procedures, structure, and schedules. Her highest goal is to conserve and maximize the resources (human, financial and physical) of the organization for the greatest returns.

Interests

Jane's main interests are in organization, data management, information systems, research and problem solving around organizational issues. She values accuracy, stability, efficiency, independence and learning. She also values cooperation, consensus and service to others. Jane would particularly enjoy setting up procedures and systems, keeping records, and maximizing computer applications to improve efficiencies.

Education

Jane holds a Bachelor's degree in Business Management with a concentration in Human Resource Management from Michigan State University. She is currently pursuing a Master of Science in Human Resources and Organizational Development from Eastern Michigan University (expected graduation in April 2016).

Summary

Jane will do best in situations where her talents for organization and accuracy are rewarded. She will function best with structure and a clear understanding of the expectations of her role in the organization. The ideal work environment is a stable and orderly one in which tasks are defined. She thrives on responsibility and will want to stay busy with projects to complete and tasks to accomplish. She will also function best if given opportunities to organize and preserve data or materials.

Jane needs to guard against expecting everyone to be as logical and analytical as she is. She will do well to consider the "big picture," be sure to listen to those around her, and make time for fun. She can be too task oriented at times and will need to learn to tune into the subtler aspects of communication. She will also need to be sure she takes peoples' wishes and values into account and isn't only making decisions based on logic and the bottom line.

The combination of Jane's interests combined with her personality traits, suggests that she will enjoy work environments that are:

- Structured, orderly
- Stable, secure
- Hierarchical
- Focused on precision and accuracy

She will enjoy the administrative and technological aspects of HR and organizational development where she has the opportunity to apply data to decision making.

Jane will be best utilized by maximizing her keen surveillance of quality control in applying the standards that preserve the organization and the people it serves. She is a cooperator and is highly motivated in establishing and maintaining the necessary regulatory processes to allow everyone to work toward the goals of the organization.

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Key on Aptitude results:

Key
Very Superior
Superior
Above Average
High Average
Average
Low Average
Below Average