



Date : Oct 3, 2006

Name : Julie Testing
ID : 137903**Academic Clerical Graph**

Characteristic	Above Average	Average	Below Average
Following Procedures	●		
Organization			●
Listening	●		
Team Orientation			●
Relaxed and Poised			●

Following Procedures

- Julie typically prefers situations that are predictable
- Tends to consistently follow policies and procedures
- May not adapt to change as rapidly or comfortably as others

QUESTION: Tell me about a time when you had to deal with changes in procedures on a regular basis. What was that like?

Organization

- Julie may not pay attention to details
- Julie may be better suited for environments where there is a need to react to situations rather than planning ahead

QUESTION: Describe a time when you felt it was very difficult to keep track of all the details involved in a task or assignment you were responsible for. How did you deal with it?

Listening

- Julie is typically a good listener
- Julie may not openly share their thoughts which can cause others to view them as unfriendly

QUESTION: Describe a time when your job required you to be more talkative and friendly with others than you are accustomed to. How did you deal with it day to day.

Team Orientation

- Julie tends to be competitive
- Julie's strong drive to win can be disruptive in a team environment
- Better suited in environments that foster individual achievement even in administrative roles

QUESTION: Tell me about a time when you really felt motivated to do your job. What type of environment

did you work in and how were you rewarded?

Relaxed and Poised

- Julie tends to be more anxious and sensitive
- Julie may not enjoy environments that are slow paced

QUESTION: Describe a time when you had to work in an environment that was very slow paced and you felt that the people around you were not moving fast enough. How did you deal with it?

Good Impression (Social Desirability)

- Julie's responses have been frank and open

Note: This report represents only a small part of the factors that can be helpful in determining job performance. It is not designed to specifically recommend or not recommend any individual for employment and the ultimate employment decision rests with the Employer.

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