

Candidate: **Betty Penske**  
Assessment: First-Line Supervisor - Office and Administrative Support (Spanish)  
Completed: June 19, 2021  
Prepared for: Susan Bookman



# Test Results and Interview Guide

The First-Line Supervisor - Office and Administrative Support (Spanish) assessment measures key factors related to high performance and tenure in this job. Attribute types measured include cognitive ability, skills, knowledge, personality characteristics, emotional intelligence, and past behavioral history. This report includes a one page summary, followed by detailed results with an embedded interview guide. Note that these results should always be used as a part of a balanced candidate selection process that includes independent evaluation steps, such as interviews and reference checks.

## Overall

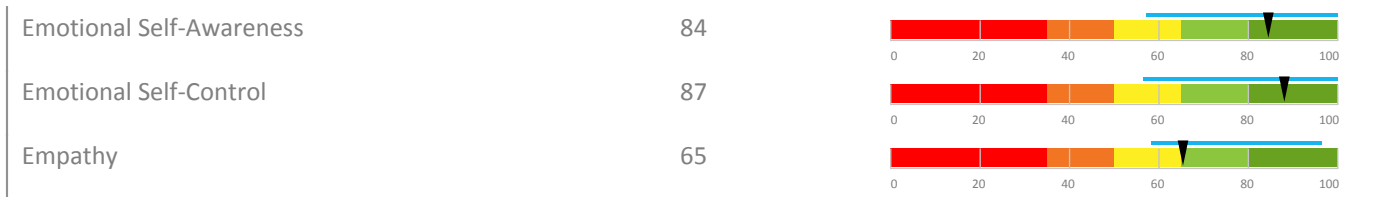
Candidate	Score	Interpretation
<b>Betty Penske</b> bettypenske@yourcompany.org First-Line Supervisor - Office and Administrative Support (Spanish) June 19, 2021  Summary: Moderate to High Performance Potential  <b>Potential Risk Areas</b> <ul style="list-style-type: none"> <li>Low corporate citizenship score could indicate potential for questionable behavior.</li> </ul>	<b>78</b>	

**Key**

- ▼ Candidate Score
- Higher Risk
- Lower Risk
- Custom Baseline (Optional)

## Competency Summary

Competency	Score	Interpretation
<b>Cognitive Abilities (relates to job performance, problem-solving, ability to learn, etc.)</b>		
Attention to Detail	86	
Analytical Thinking	80	
<b>Skills/Knowledge (relates to immediate readiness)</b>		
First-Line Supervision	67	
Writing	90	
<b>Personality Characteristics (relates to fit with the job/team environment)</b>		
Adaptable	74	
Seeks Perfection	83	
Corporate Citizenship	10	
Competitive	90	
Develops Relationships	79	
Enjoys Problem-Solving	73	
Expressive and Outgoing	96	
Innovative and Creative	85	
Exhibits a Positive Work Attitude	72	
Needs Structure	73	
<b>Behavioral History (relates to performance and turnover)</b>		
History Survey - Performance	87	
History Survey - Tenure	92	
<b>Emotional Intelligence (relates to situational judgment, performance and teamwork)</b>		



### Comparison

Percentile scores indicate how the candidate compares to other test-takers within various groups. The candidate scored equal to or better than the fraction of test-takers indicated by the percentile.

Test-Taker Group	Percentile	0	10	20	30	40	50	60	70	80	90	100	
Global	78th												
United States	65th												
HR Avatar Data	72nd												

Importance to Job ↑

## Assessment Overview

This assessment provides scores for a number of important factors and competencies that are related to success on the job. Scores are presented based on their potential impact on job performance.

Scores are presented individually on a scale of 0-100. In most cases, including the overall score, higher scores represent higher expected job performance. However, for some competencies, either extreme low or extreme high scores indicate a risk of lower performance. Refer to the interpretation section of each competency for additional information.

Individual competency scores are also combined into a single overall score. Please note that individual competencies are weighted differently, depending on their type, and on fine adjustments based on data from the US Government's Occupational Data Network (O\*Net).

Each competency measured includes one or more suggested interview questions, in an easy-to-use format. These questions should be used for additional probing, especially when the score shows an area of relative weakness.

Some of the competencies measured evaluate preferences for doing (or not doing) specific activities. Scores for these competencies can be used to evaluate job-fit.

We wish to emphasize that the data contained in this report should be used as part of a comprehensive process for evaluating job candidates. Additional data should include in-person interviews, job tryouts, resume review, and background checks.







## Detail

Candidate: **Betty Penske**, [bettypenske@yourcompany.org](mailto:bettypenske@yourcompany.org)  
 Assessment: First-Line Supervisor - Office and Administrative Support (Spanish)  
 Authorized: June 19, 2021, by Susan Bookman, HR Avatar Data Collection Account, [sue.bookman@richardson.biz](mailto:sue.bookman@richardson.biz)  
 Started: June 19, 2021 at 10:31:03 AM EST  
 Completed: June 19, 2021 at 10:31:03 AM EST  
 Overall Score: 78

## Cognitive Abilities Detail







This section contains a list of job-related cognitive abilities that have been evaluated in a job-like context using HR Avatar's simulation technology. Studies have demonstrated that cognitive abilities are highly correlated with job performance for many jobs. Abilities also correlate with problem-solving and the ability to learn quickly.

Detail	Interview Guide
<p><b>Attention to Detail</b> Score: 86</p> <p><i>Description:</i> This scale represents thoroughness, accuracy, and being concerned for all areas involved no matter how insignificant. Individuals who demonstrate high Attention to Detail produce work products that are consistently accurate and require little checking. They rarely forget schedule commitments or overlook even the smallest details.</p> <p><i>Interpretation:</i> High scores in this area correlate with superior performance for many jobs.</p> <p>Able to achieve a high degree of thoroughness and accuracy in a work task. Concerned for all areas involved. Work products require little or no review or checking to maintain consistency.</p>	<p>Give me an example of a time you discovered an error that had been overlooked by either you or someone you were working with. What did you do? What was the outcome?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 Unclear or careless example. Can't describe what was overlooked. No action.                 </div> <div style="text-align: center;">  2 Moderately clear example. Some concern for details. Direct but passive action.                 </div> <div style="text-align: center;">  3 Very detailed. Concern for all relevant components. Clear, proactive actions.                 </div> <div style="text-align: center;">  4                 </div> <div style="text-align: center;">  5                 </div> </div>

Detail	Interview Guide
<p><b>Analytical Thinking</b> Score: 80</p>  <p><i>Description:</i> This scale indicates the capacity to think in a thoughtful, discerning way, to solve problems, utilize resources, and analyze data. Individuals who demonstrate high amounts of analytical thinking are able to recognize patterns rapidly, navigate through problems, and resolve difficult problems systematically.</p> <p><i>Interpretation:</i> High scores in this area correlate with superior performance for many jobs.</p> <p>Able to think in a thoughtful, discerning way. Can often solve difficult problems, plan many-featured tasks and projects, organize multiple resources, and analyze complex data. Able to quickly recall and use information when needed or appropriate.</p>	<p>Tell me about a complex problem, situation, or planning task you had to deal with. What were the challenges, and how did you overcome them?</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  1 Example lacks complexity. Data seeking is limited, analysis may be lacking, actions unclear, not relevant, or ineffective.         </div> <div style="text-align: center;">  2 Example is moderately complex. Shows some analytical thinking and problem solving. Actions have mixed or limited effectiveness.         </div> <div style="text-align: center;">  3 Example shows complexity. Thorough investigation of all areas that might affect the decision. Actions are clear, relevant, and effective.         </div> <div style="text-align: center;">  4         </div> <div style="text-align: center;">  5         </div> </div>

## Knowledge and Skills Detail

This section contains a list of job-related knowledge areas and skills that have been evaluated. Low scores in these areas often indicate that additional learning may be required before top performance can be achieved.













Detail	Interview Guide
<p><b>First-Line Supervision</b> Score: 67</p>  <p><i>Description:</i> Evaluates the candidate's knowledge of First-Line Supervision with an aim to determine the degree of training that will be required before the candidate can be expected to become productive.</p> <p><i>Interpretation:</i> Candidate should achieve above average job performance in this area with little or no training.</p> <p>Scores indicate good working knowledge of this topic. Candidate is likely ready to be productive with very little basic training or with immediate entry into advanced training.</p>	<p>Tell me about a project or task where you had to use your knowledge of First-Line Supervision.</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  1 Example didn't require or demonstrate knowledge.         </div> <div style="text-align: center;">  2 Knowledge was only moderately important or moderately demonstrated in example.         </div> <div style="text-align: center;">  3 Clearly relevant application and demonstration of knowledge.         </div> <div style="text-align: center;">  4         </div> <div style="text-align: center;">  5         </div> </div>



Detail	Interview Guide
<p><b>Writing</b> Score: 90</p> <p><i>Description:</i> The ability to concisely and succinctly convey ideas and information via written text.</p> <p><i>Interpretation:</i> Superior writing skills can positively impact performance in many jobs.</p> <p>Significantly above average. Conveys ideas accurately in a clear, concise and succinct format. See writing sample section of report for raw essay(s) submitted.</p> <ul style="list-style-type: none"> <li>Raw computed score: 80</li> <li>Computed score confidence: 75</li> <li>Approximate Word Count: 247</li> </ul> <p>Please see below to view the essay submitted.</p>	<p>Are you comfortable when you need to express yourself through writing? Do you feel confident you can get the right message across?</p> <p style="text-align: center;">★      ★      ★      ★      ★ 1      2      3      4      5</p> <p>Not confident in own writing ability. Prefers speaking.</p> <p>Somewhat confident in own writing ability. Writes frequently.</p> <p>Very confident in ability to write. Has received compliments on clarity of written correspondences.</p>

## Personality Characteristics Detail

This section contains a list of personality characteristics that are frequently associated with job performance. Remember, these are not skills and do not indicate the ability to do a job. Rather, they can be used to evaluate the candidate's fit with the general needs of the job and the organizational culture. Sample interview questions are provided to gather more information.












Detail	Interview Guide
<p><b>Adaptable</b> Score: 74</p> <p><i>Description:</i> This scale reflects how accepting a person is of frequent or substantial changes in his or her job requirements. Changing work requirements usually cause stress and put pressure on an individual to adapt. High scorers usually thrive under changing work conditions, while low scorers may burn out or become paralyzed.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Prefers a dynamic work environment. Able to remain focused and positive in times of significant workplace change. Fairly easy-going and relaxed.</p>	<p>Describe a time at work or school when things were changing so fast it was hard to stay focused. How did you adjust to it?</p> <p style="text-align: center;">★      ★      ★      ★      ★ 1      2      3      4      5</p> <p>Enjoyed the chaos of fast change. Became disinterested or negative and waited for things to calm down.</p> <p>Did best but felt paralyzed and unable to work effectively.</p> <p>Experienced higher anxiety but tried to deal with changes in a positive way. Stayed focused.</p>







Detail	Interview Guide
<p><b>Seeks Perfection</b> Score: 83</p>  <p><i>Description:</i> This scale indicates a person's desire for accuracy. People with high perfection scores are committed to meeting or exceeding standards for quality and take pride in the accuracy of their work. People with too little perfectionism may be sloppy and unconcerned with quality.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Highly intent on achieving perfection in work products and commitments. Willing to do whatever it takes to achieve the desired standard of excellence. Takes pride in having a reputation for quality.</p>	<p>Can you describe a time when you were trying to finish a project or task but your boss made you stop before you felt it was ready?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 Frequently cut short by boss because standards are too high.         </div> <div style="text-align: center;">  2 Sometimes cut short but not often.         </div> <div style="text-align: center;">  3 Rarely cut off because has a good sense of what is good enough.         </div> <div style="text-align: center;">  4         </div> <div style="text-align: center;">  5         </div> </div>
<p><b>Corporate Citizenship</b> Score: 10</p>  <p><i>Description:</i> This scale indicates the degree to which an individual's behavior embraces the spirit of an organization's mission, objectives, and strategy. High scorers project an attitude characterized by cooperation, trust, and openness. Low scorers often question the motives behind decisions. They may withhold information, display hostility, be defensive, or do just enough to get by.</p> <p><i>Interpretation:</i> The candidate's score in this area indicates risk of a negative impact on performance for some jobs. Additional probing is strongly recommended.</p> <p>Distrusts the organization and management. Frequently assumes new ideas or changes will have a negative individual impact. Can be defensive regarding his or her own work, or show hostility towards management or company policies.</p>	<p>How do you feel about being part of an organization? Do you think most organizations have their employees' best interests at heart or do you have to always watch out for yourself?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 Distrusts organizational motives. Feels the need to look out for self.         </div> <div style="text-align: center;">  2 Supports organization but is wary of being taken advantage of.         </div> <div style="text-align: center;">  3         </div> <div style="text-align: center;">  4 Embraces organizational membership. Believes in organizational mission.         </div> <div style="text-align: center;">  5         </div> </div>

Detail	Interview Guide
<p><b>Competitive</b> Score: 90</p>  <p><i>Description:</i> This scale indicates the degree to which an individual is driven by a desire to impress their leaders and exceed their peers. Being competitive can either be damaging or useful, depending on the job. Competitive people spend much of their time thinking about themselves and the impact decisions may have on them, and their actions are often guided by these thoughts, which can either provide the drive needed to achieve a goal, or can damage the ability of a team to work together. In general, high scorers perform well in sales and related jobs.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Highly motivated by challenging goals, financial rewards, and/or recognition, and willing to work very hard to succeed. Very focused on personal achievement.</p>	<p>Describe a time when you had to place accomplishing your objectives above supporting your team. Why do you think it was justified?</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>★ 1</p> <p>Justified for selfish or personal reasons. Shows little remorse for failing to support team.</p> </div> <div style="text-align: center;"> <p>★ 2</p> <p>Shows remorse and feels action was a mistake.</p> </div> <div style="text-align: center;"> <p>★ 3</p> <p>Clearly justified or was forced to do so by superiors. Strongly regrets and wishes could change.</p> </div> <div style="text-align: center;"> <p>★ 4</p> </div> <div style="text-align: center;"> <p>★ 5</p> </div> </div>
<p><b>Develops Relationships</b> Score: 79</p>  <p><i>Description:</i> This scale indicates a person's desire to cultivate relationships. High scorers seek opportunities to meet new people and get to know them well enough to form a lasting relationship. Low scorers tend to minimize interacting with people they don't know.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Actively cultivates relationships. Comfortable meeting new people and sensitive to how others feel. Maintains a broad social network, and uses it to achieve work objectives.</p>	<p>Can you describe a time when you had to choose between getting the job done or preserving a relationship with a friend or co-worker?</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>★ 1</p> <p>Places relationship above the work objectives in all or most cases.</p> </div> <div style="text-align: center;"> <p>★ 2</p> <p>Sometimes struggles between work and relationships, but usually balances well.</p> </div> <div style="text-align: center;"> <p>★ 3</p> <p>Focuses on getting the job done but makes an effort not to hurt relationships.</p> </div> <div style="text-align: center;"> <p>★ 4</p> </div> <div style="text-align: center;"> <p>★ 5</p> </div> </div>















Detail	Interview Guide
<p><b>Enjoys Problem-Solving</b> Score: 73</p> <p><i>Description:</i> This scales represents a person's willingness to deal with complicated problems on a frequent or recurring basis. People with high scores prefer jobs that require mental challenge. Individuals with low scores may be intimidated when faced with complex or even simple issues on a regular basis. When jobs are routine or repetitive, people with low scores are usually a better fit.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Usually willing to analyze and formulate solutions to complex problems. Fairly confident in own ability to develop effective solutions. Sees frequent problem-solving as a core part of his or her job description, though may require prompting to take on a particularly difficult issue.</p>	<p>Describe some of the biggest on-the-job problems you have faced. How did you overcome them? How did you know they were solved?</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>★ 1</p> <p>Problems poorly described and actions taken unclear.</p> </div> <div style="text-align: center;"> <p>★ 2</p> </div> <div style="text-align: center;"> <p>★ 3</p> <p>Moderately complex problems. Simple or obvious actions taken.</p> </div> <div style="text-align: center;"> <p>★ 4</p> </div> <div style="text-align: center;"> <p>★ 5</p> <p>Described one or more complex problems. Actions taken are clear and relevant.</p> </div> </div>
<p><b>Expressive and Outgoing</b> Score: 96</p> <p><i>Description:</i> There are many jobs that require outgoing personalities, such as selling, management, public relations, or jobs that require positive public contact. People who score high on expressiveness label themselves as outgoing and have many social contacts. Low scores indicate the person may not have the interest or willingness to assert themselves in social settings.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Likes to be the center of attention and freely asserts thoughts, ideas, and opinions among friends and strangers alike.</p>	<p>Can you describe a time when you worried you were being too forthright or outspoken during a discussion among your friends or co-workers?</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>★ 1</p> <p>Frequently worries because always seems to be the most active.</p> </div> <div style="text-align: center;"> <p>★ 2</p> </div> <div style="text-align: center;"> <p>★ 3</p> <p>Occasionally worries but not very often.</p> </div> <div style="text-align: center;"> <p>★ 4</p> </div> <div style="text-align: center;"> <p>★ 5</p> <p>Rarely worries because knows when to back off beforehand.</p> </div> </div>

Detail	Interview Guide
<p><b>Innovative and Creative</b> Score: 85</p>  <p><i>Description:</i> This scale indicates the degree to which the person considers themselves capable of formulating original approaches to problems and other work challenges. Individuals who score high on this scale are comfortable with jobs that require them to analyze situations and/or data, and use their imagination to identify alternative approaches to evaluate each to select the most effective solution. Lower scoring individuals prefer to follow a more cookie-cutter or pre-defined approach to dealing with a specific problem. When organizations expect their people to continually generate new and better ways of producing work, it is a good idea to hire people who share this interest.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Sees him or herself as creative and capable of generating novel or original solutions to issues or problems. Open to free-form discussion of different ideas.</p>	<p>What is the most creative solution you have ever come up with? What were the circumstances, and why do you think it was creative?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 Idea does not demonstrate creativity or is not related to the problem. No problem described.         </div> <div style="text-align: center;">  2         </div> <div style="text-align: center;">  3 Moderately creative idea or only partially related to problem.         </div> <div style="text-align: center;">  4         </div> <div style="text-align: center;">  5 Both problem and use of creativity well described and related to one another.         </div> </div>
<p><b>Exhibits a Positive Work Attitude</b> Score: 72</p>  <p><i>Description:</i> For some people, work is a second-place activity. That is, given a decision to take either personal time or go to work, low scorers will choose time off. Low job priority could indicate a 9 to 5 mentality.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Usually expects to receive both financial and personal rewards in exchange for solid and consistent effort on the job. Enjoys most work activities and is willing to put in extra effort when warranted or requested.</p>	<p>How do you feel having a regular job and going to work? Is it something you enjoy? Why or why not?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 Views work as a means of income only. Does not enjoy. Does not care about professional reputation.         </div> <div style="text-align: center;">  2         </div> <div style="text-align: center;">  3 Likes work but doesn't truly enjoy it. Balances priority and energy with other obligations.         </div> <div style="text-align: center;">  4         </div> <div style="text-align: center;">  5 Considers work a key priority in life. Enjoys working and always applies best energy. Takes pride in work reputation.         </div> </div>

Detail	Interview Guide
<p><b>Needs Structure</b> Score: 73</p>  <p><i>Description:</i> This scale indicates the degree to which a person prefers to work within an ordered environment, with well-defined tasks, activities, rules, processes and expectations. There are many jobs that require methodical administration and follow-through. For example, traditional middle management positions require maintenance and oversight of systems, as do administrative processing and book-keeping.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Follows rules consistently. Makes decisions thoughtfully. Usually follows through on commitments. Usually able to create and/or follow detailed plans.</p>	<p>Have you ever had to work in a job that had little or no structure or where no one told you what to do? What did or didn't you like about it?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 Large mismatch between comfort with structure and structure level of intended job.</div> <div style="text-align: center;">  2 Some mismatch between comfort with structure and structure level of intended job.</div> <div style="text-align: center;">  3 Some mismatch between comfort with structure and structure level of intended job.</div> <div style="text-align: center;">  4 Comfort with structure matches the structure level of the intended job.</div> <div style="text-align: center;">  5 Comfort with structure matches the structure level of the intended job.</div> </div>

## Behavioral History Detail

This section evaluates answers the candidate gave concerning his or her work-related history. Studies often show that a candidate's past behavior often indicates his or her future behavior. Potential caution areas (if any) are specified in each detail section.

Detail	Interview Guide
<p><b>History Survey - Performance</b> Score: 87</p>  <p><i>Description:</i> Evaluates elements of the candidate's past work and education history to identify indications of high or low performance potential.</p> <p><i>Interpretation:</i> The candidate's score indicates past behaviors that contribute to high job performance.</p> <p>Exhibits past behaviors and achievements that are likely to enhance job performance.</p>	<p>Describe how your past performance makes you a good candidate for this job.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 No examples or rationale given.</div> <div style="text-align: center;">  2 Weak connection between past and future.</div> <div style="text-align: center;">  3 Weak connection between past and future.</div> <div style="text-align: center;">  4 Clear connection between past and future.</div> <div style="text-align: center;">  5 Clear connection between past and future.</div> </div>
<p><b>History Survey - Tenure</b> Score: 92</p>  <p><i>Description:</i> Evaluates a candidate's past employment history and related factors for indications of potentially low job tenure.</p> <p><i>Interpretation:</i> The candidate's score indicates past behaviors that contribute to high job performance.</p> <p>Exhibits behaviors likely to result in longer than average job tenure.</p>	<p>What are some of the reasons you have left previous jobs?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  1 Many different reasons. Blames employer.</div> <div style="text-align: center;">  2 Circumstances for leaving generally credible or somewhat outside control.</div> <div style="text-align: center;">  3 Circumstances for leaving generally credible or somewhat outside control.</div> <div style="text-align: center;">  4 Reasonable rationale or circumstances clearly outside control.</div> <div style="text-align: center;">  5 Reasonable rationale or circumstances clearly outside control.</div> </div>

## Emotional Intelligence Detail

This section contains a list of emotional intelligence characteristics that indicate how tuned in a candidate is to his or her own emotions, and those of others, as well as the candidate's ability to control his or her behavior in light of the emotions he or she is experiencing. These traits can often impact performance in groups or teams. Sample interview questions are provided to gather more information.

Detail	Interview Guide
<p><b>Emotional Self-Awareness</b> Score: 84</p> <p><i>Description:</i> The ability to pay attention to, monitor, and understand how and why one reacts a particular way in different situations, and to know how to conduct oneself appropriately and effectively in social situations.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Demonstrates exceptional strengths in maintaining awareness of his or her emotional reactions and behaviors and the potential impact of those behaviors on others, and an extremely high level of knowledge of what behaviors are appropriate for different situations. Likely to be very effective at identifying how his or her feelings may affect his or her behaviors and ensuring those behaviors stay focused and conform to social norms, enabling extremely appropriate, measured interactions with customers and coworkers.</p>	<p>How aware are you of your own emotions? Can you describe a time when your awareness helped you make a better decision?</p> <p style="text-align: center;">★                      ★                      ★                      ★                      ★</p> <p style="text-align: center;">1                      2                      3                      4                      5</p> <p>Not in tune with own emotions. Unable to improve decisions through awareness.</p> <p>Some ability to sense own emotions and control decision-making.</p> <p>Very in tune with own emotions. Able to improve decisions through awareness.</p>
<p><b>Emotional Self-Control</b> Score: 87</p> <p><i>Description:</i> The ability to manage the desire to satisfy urges or impulses, showing restraint and managing behaviors to ensure appropriate and effective interactions with others.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Demonstrates exceptional strengths in self control and impulse control, enabling very strong ability to employ a balanced approach to managing risk, maintain composure during stressful times, and calmly relate to others at work. Likely to be very effective at prioritizing and staying focused on long-term goals, and to interact with others in a way that helps build lasting relationships.</p>	<p>Are you able to control your own actions when you become emotional? Can you give me an example of how using self-control helped at work or school?</p> <p style="text-align: center;">★                      ★                      ★                      ★                      ★</p> <p style="text-align: center;">1                      2                      3                      4                      5</p> <p>Unable to control self when emotions kick in.</p> <p>Some ability to resist impulses caused by emotions and apply to work situations.</p> <p>Able to detect own emotions and control reactions in work or business situations.</p>

Detail	Interview Guide
<p><b>Empathy</b> Score: 65</p> <p><i>Description:</i> The ability to sense and understand other people's feelings, feel sympathy for others, and see things from other people's point of view.</p> <p><i>Interpretation:</i> The candidate's score in this area should contribute to enhanced overall job performance.</p> <p>Demonstrates strengths in sensing the emotional needs of others, sympathizing with other people's problems, and seeing things from other people's point of view. Likely to be effective at demonstrating to customers or coworkers that they understand and care about them, resulting in improved customer loyalty, stronger work relationships, and reduced levels of conflict in the workplace.</p>	<p>Are you good at relating to the feelings of others? Can you give me an example of how this helped you navigate a difficult situation at work or at school?</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">★ 1 Not able to sense how others feel. Unable to provide example.</div> <div style="text-align: center;">★ 2 Some ability to sense how others feel. Example shows some ability to use senses at work.</div> <div style="text-align: center;">★ 3 Able to relate to others and sense how they feel. Example shows can easily apply senses at work.</div> <div style="text-align: center;">★ 4</div> <div style="text-align: center;">★ 5</div> </div>

## Writing Sample(s)

During the assessment, the candidate was asked to write one or more passages. The text they wrote is included in the table below for review.

Writing Sample - Question	Response
<p>Please write an essay describing the HR Avatar essay feature.</p>	<p>This is a sample essay. In a real test situation, the candidate or test taker would write an essay as a part of their assessment, in response to the question associated with this entry. All reports will share their writing as received. In some cases, our artificial intelligence engine will process their response to create a numerical score. Our system also checks for plagiarism, both among previously submitted essays, and the broader Internet. Additionally, spelling, grammar, and style checks are performed.</p> <p>Essay typically are from 150 to 600 words. They can be written in response to an explicit question, or they can be free-form responses to general questions.</p>

## Identity Confirmation Photos

During the assessment the candidate was asked to photograph himself or herself for identity confirmation purposes. These photos and any analysis conducted are provided below.

### Photo Analysis Results

- Risk:	Medium risk of cheating based on image inconsistencies
- Valid Images Captured:	5
- Images used for Facial Comparison:	4
- Image Timeouts (no image captured):	1
- Unannounced Images Captured:	2
- Facial Comparison Average Match:	99%
- Matches:	6 strong vs 0 weak matches
- Detected Emotions:	Calm, Happy



*Candidate Image Capture  
April 19, 2018 8:40:25 AM  
BNT, In-Test Photo*



*Candidate ID Card  
April 19, 2018 8:42:45 AM  
BNT, In-Test Photo*



*Un-announced Candidate  
Image Capture  
April 19, 2018 8:44:27 AM  
BNT, In-Test Photo*



*Un-announced Candidate  
Image Capture  
April 19, 2018 8:45:24 AM  
BNT, In-Test Photo*



*Candidate Image Capture  
April 19, 2018 8:46:42 AM  
BNT, In-Test Photo  
**Timeout***

## Top Job Title Matches

The candidate also completed an interest/experience survey. The results from this survey were used in conjunction with the competency scores in this assessment to generate a report of jobs that best match this candidate's unique blend of abilities, interests, education, and experience. The results are summarized in the table below. These results were used to prepare a separate report that was sent to the candidate.

Rank	Job Title	Interests Match	Competencies Match	Education and Experience Match	Overall Match
1	Gambling Manager	72%	86%	99%	Strong
2	Administrative Services Manager	69%	83%	71%	Medium
3	Postmasters and Mail Superintendent	69%	83%	72%	Medium
4	General and Operations Manager	67%	86%	72%	Medium
5	Human Resources Specialist	67%	83%	72%	Medium
6	First-Line Supervisors of Non-Retail Sales Worker	69%	88%	58%	Medium
7	Lodging Manager	69%	86%	59%	Medium
8	Training and Development Manager	68%	82%	69%	Medium

## Minimum Qualification Guidelines - from O\*Net

The following are suggestions from O\*Net, the United States government's occupational information network, regarding prerequisites for this job type.

Item	
Educational Achievement	Bachelor's Degree
Job-Related Training	6 Months - 1 Year
Job-Related Experience	1 - 2 Years

## Report Preparation Notes

- Hiring decisions should never be based on a single source of information. The most effective use of this assessment report is as a part of a multi-faceted program of candidate evaluation that includes resume review, interviews, and reference checks.
- Overall vs Percentiles Scores: The overall score reflects the success in the test, based on the mean (average) and standard deviation of the test scores. The percentile score reflects the percentage of test-takers who scored equal or below this overall score. We recommend you use the Overall Score as your primary evaluation criteria. However, percentile scores can often be useful in comparing specific candidates against one another and with a group, such as for test takers in a certain organization or within a certain account.
- Note that comparison information is calculated based on completed instances of this assessment at that time the assessment is scored. As additional instances are completed, the comparative data may change. You can always update a report to the current values by clicking on "Recalculate Percentiles" within the online results viewing pages at [www.hravatar.com](http://www.hravatar.com).
- Most competency scores are norm-based, which means that they can be interpreted in terms of their distance from the average or mean score. For all scales, a score equal to the mean receives a score of 65 and scores above and below this value are set so that a score change of 15 equals one standard deviation.
- For linear competencies, higher is better across the entire scale. For these scales a score between 65 and 80 (light green) represents 0 to 1 standard deviation above the mean and a score above 80 (dark green) represents more than one standard deviation above the mean. Similarly, a score of 50 - 65 (yellow) represents 0 to 1 standard deviation below the mean, while a score of 35 - 50 (orange) equates to 1 to 2 standard deviations below the mean, and a score below 35 represents more than 2 standard deviations below the mean.
- For non-linear competencies, scores in the middle are more desirable. For these scales a score between 50 and 80 (dark green) represents scores that are within 1 standard deviation of the mean, scores between 80 and 95 and scores between 35 and 50 (yellow) represent scores that are 1 to 2 standard deviations above or below the mean, and scores above 95 or below 35 (red) represent scores that are more than 2 standard deviations above or below the mean.
- This assessment makes use of data from the Occupational Information Network (O\*NET), which is funded by the U.S. Federal Government - U.S. Department of Labor/Employment and Training Administration (USDOL/ETA) - as a primary source of occupational information. The O\*NET database contains information on hundreds of standardized and occupation-specific descriptors that are continually updated by ongoing research. These data are used in preparing descriptive information as well as setting relative weights between competencies used in calculating the overall score. For additional information about O\*NET, visit <http://www.onetcenter.org>.
- O\*Net Standard Occupational Code (SOC) Used: 43-1011.00
- O\*Net Version: 24.0
- Sim ID: 942-8, Key: 0-0, Rpt: 13, Prd: 403, Created: 2021-06-19 15:31 UTC
- UA: Mozilla/5.0 (Windows NT 6.3; Trident/7.0; Touch; rv:11.0) like Gecko



## Score Calculation Detail

The following table provides a summary of how the overall score was calculated from the individual competency scores. Competency scores are calculated on a 0-100 scale by first calculating a Z statistic based on test-taker responses and then transforming the Z value to a scale with target mean and standard deviation. Certain competencies have a normal score distribution where it is best to be closest to the mean. For these competencies we modify the Z statistic by multiplying its absolute value by minus 1 for the overall score calculation. Next, to calculate the overall score, a weighted average of all modified competency Z statistics is computed and this weighted average is itself transformed to a Z statistic, which is then transformed to a score with the same target mean and standard deviation. Finally outlier scores are adjusted if they are below 0 or above 100.

Competency	Score	How applied to overall	Score Value Used	Weight (%)
Adaptable	74.4807	Z-Statistic	0.6320	2.9238
Attention to Detail	86.2659	Z-Statistic	1.4177	16.4916
Emotional Self-Awareness	84.3966	Z-Statistic	1.2931	2.8426
Emotional Self-Control	87.8821	Z-Statistic	1.5255	2.8426
Seeks Perfection	83.7024	Z-Statistic	1.2468	2.8554
Corporate Citizenship	10.0000	Z-Statistic	-3.6667	2.9602
Competitive	90.7404	Z-Statistic	1.7160	2.7185
Develops Relationships	79.7341	Z-Statistic	0.9823	2.5906
Enjoys Problem-Solving	73.6099	Z-Statistic	0.5740	2.5319
Empathy	65.5594	Z-Statistic	0.0373	2.5203
History Survey - Performance	87.9768	Z-Statistic	1.5318	8.1582
History Survey - Tenure	92.8998	Z-Statistic	1.8600	8.1582
Expressive and Outgoing	96.0580	Z-Statistic	2.0705	2.4895
Innovative and Creative	85.8717	Z-Statistic	1.3914	2.1951
Exhibits a Positive Work Attitude	72.6007	Z-Statistic	0.5067	2.9818
Analytical Thinking	80.3724	Z-Statistic	1.0248	15.5172
First-Line Supervision	67.5719	Z-Statistic	0.1715	16.3163
Writing	90.2208	Z-Statistic	1.6814	0.0510
Needs Structure	73.9026	Z-Statistic	0.5935	2.8554
Weighted Average of Competency Z-Scores:				0.9257
Mean applied to Raw Weighted Avg:				0.0000
Standard Deviation applied to Raw Weighted Avg:				1.0000
Normalized Raw Score:				0.9257
Mean:				65.0000
Standard Deviation Used:				15.0000
Final Overall Score:				78.8862

## Notes

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