

Candidate: Assessment: Completed: Prepared for:

Betty Penske Customer Service Representative - With Sales May 13, 2024 Susan Bookman HR Avatar Data Collection Account

# **Test Results and Interview Guide**

The Customer Service Representative - With Sales assessment measures key factors related to high performance and tenure in this job. Attribute types measured vary by test, but can 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.

Proprietary and Confidential

# **Overall**

terpretation		Score	Candidate
40 60 80 100	0	84	Betty Penske
40 00 80 100	U		bettypenske@yourcompany.org Customer Service Representative - With Sales May 13, 2024
			Summary: High Performance Potential
date Score r Risk r Risk m Baseline (Optional)		ues with reliability.	<ul> <li>Potential Risk Areas</li> <li>Low Integrity score could indicate potential issues</li> </ul>
r Risk r Risk		ues with reliability.	Potential Risk Areas

# **Competency Summary**

Competency	Score	Interpretation					
ognitive Abilities (relates to job performance, problem-solv	ing, ability to learn, etc.)						
Attention to Detail	89						
		0	20	40	60	80	100
Following Policies and Procedures	84	0	20	40	60	80	100
kills/Knowledge (relates to immediate readiness)		U	20	40	60	80	100
Fundamental Sales Concepts	84	-					
·		0	20	40	60	80	100
Writing	91						
		0	20	40	60	80	100
Personality Characteristics (relates to fit with the job/team e Adaptability	environment) 96	_					
Adaptability	90	0	20	40	60	80	100
Competitive Spirit	88	_					
		0	20	40	60	80	100
Customer Service Mindset	70						
		0	20	40	60	80	100
Drive	67		20	40	60	80	100
Integrity	10	U	20	40	60	80	100
Integrity	10	0	20	40	60	80	100
Phone Selling	81	_				V	
		0	20	40	60	80	100
Resilience	67						
		0	20	40	60	80	100
Sales Hunter Mindset	77	0	20	40	60	80	100
Teamwork	96		20	40	00	50	
Teantwork	50	0	20	40	60	80	100
ehavioral History (relates to performance and turnover)							
History Survey - Performance	89						
		0	20	40	60	80	100
History Survey - Tenure	95	0	20	40	60	80	100
motional Intelligence (relates to situational judgment, perfo	ormance and teamwork)	U	20	40	U	80	TOO
Empathy and Emotional Self-Control	95	_					T
		0	20	40	60	80	100



# 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	84th											
United States	70th									I	I I	
HR Avatar Data	78th										l L	



### Detail

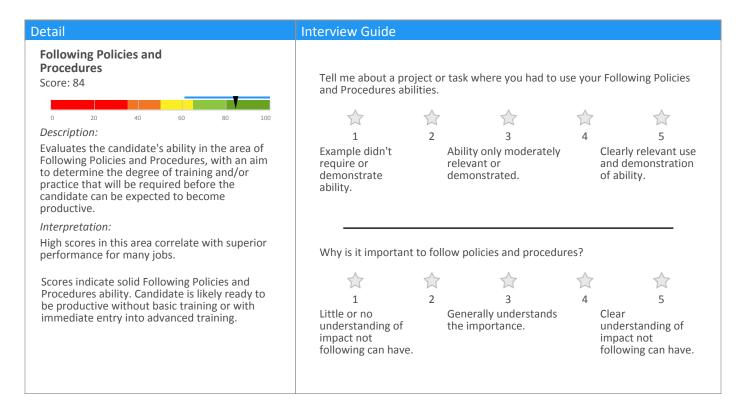
Candidate:	Betty Penske, bettypenske@yourcompany.org
Assessment:	Customer Service Representative - With Sales
Authorized:	May 13, 2024, by Susan Bookman, HR Avatar Data Collection Account, sue.bookman@richardson.biz
Started:	May 13, 2024, 10:29:51AM EST
Completed:	May 13, 2024, 10:29:51AM EST
Overall Score:	84

# **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.

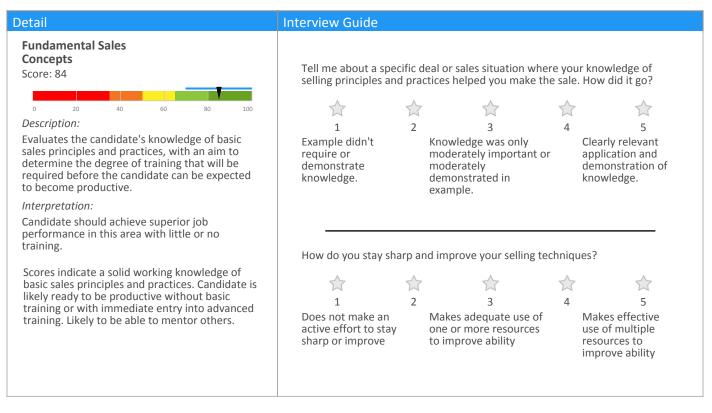
etail	Interview Guide				
Attention to Detail Score: 89 Description: This scale represents thoroughness, accuracy, and being concerned for all areas involved no matter how insignificant. Individuals who demonstrate high Attention to Detail produce work products that are consistently accurate and require little checking. They rarely forget schedule commitments or overlook even the smallest details.			ple of where your attentio ituation helped make a pro 3 Moderately relevant or impactful example.		
Interpretation: High scores in this area correlate with superior performance for many jobs.	How do you handle an important detail?	a situ	ation when you've messed	up (	due to overlooking
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.	1 Is unable to handle the situation.	2	3 Demonstrates the ability to admit to their error and quickly fix the error, but didn't put preventative systems in place.	4	5 Demonstrates the ability to admit to their error, put preventative systems in place and quickly fix the error.





# **Knowledge and Skills Detail**

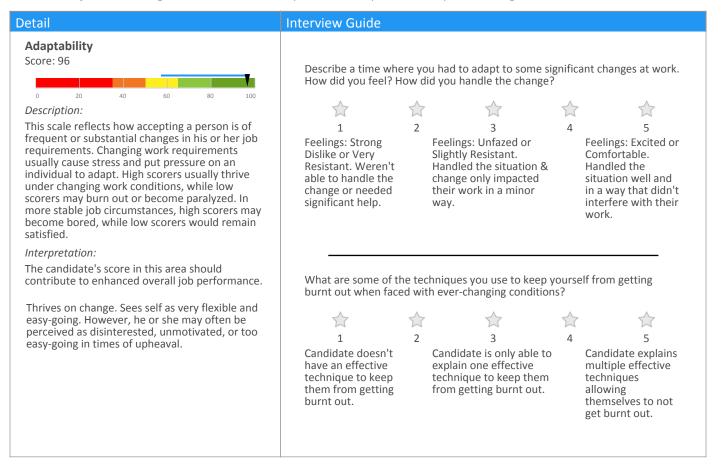
This section contains a list of job-related knowledge areas and skills that have been evaluated. Low scores in these areas often indicate that additional learning may be required before top performance can be achieved.

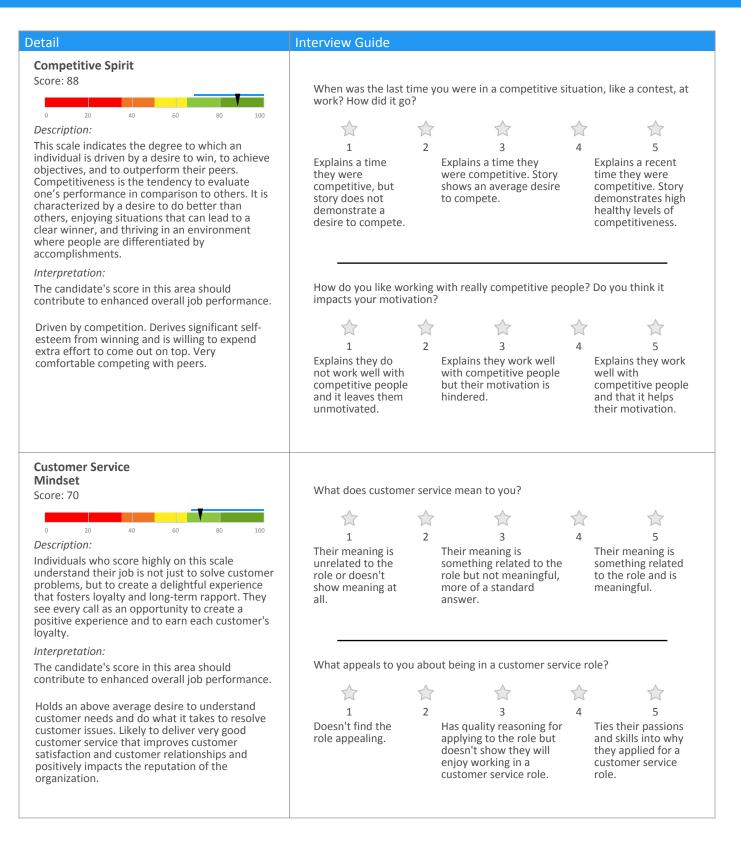


Detail	Interview Guide				
Writing Score: 91          0       20       40       60       80       100         Description:         The ability to be concise, friendly, and accurate when drafting email replies to customer service requests.         Interpretation:         Superior writing skills can positively impact performance in many jobs.         Significantly above average. Conveys ideas accurately in a clear, concise and succinct format. See writing sample section of report for raw essay(s) submitted.         • Raw computed score: 80         • Computed score confidence: 75         • Approximate Word Count: 247	you feel confident y	ou can re your 2	a you need to express you get the right message ac writing skills were requi 3 Somewhat confident in own writing ability. Writes frequently.	ross?	' Tell me about a

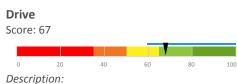
# **Personality Characteristics Detail**

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



This scale reflects the degree to which an individual will work hard to achieve goals and solve critical problems in the organization. High scores on this scale indicate a person will be diligent in their work and use all necessary sources to solve problems. Low scores on this scale indicate a person may be unenthusiastic about work and may struggle with complex tasks and challenges.

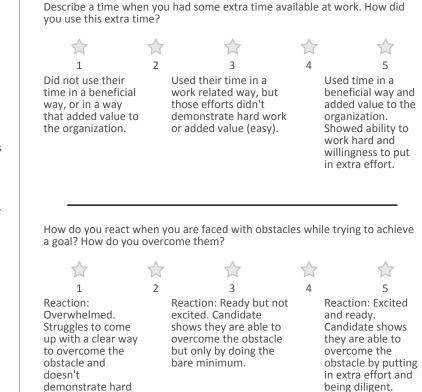
Interpretation:

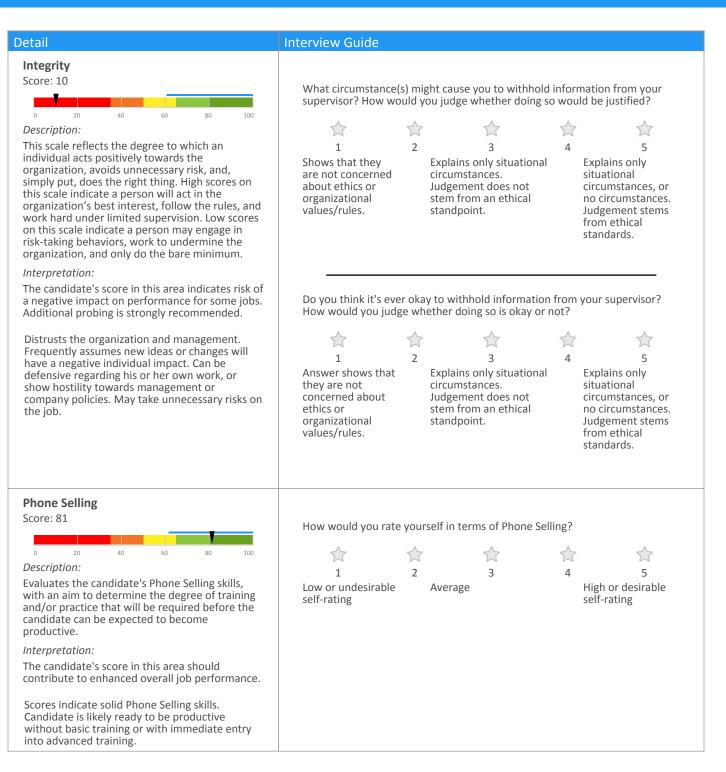
The candidate's score in this area should contribute to enhanced overall job performance.

Motivated by challenging goals and tasks, financial reward, and/or recognition, and willing to work hard to succeed. Focused on understanding and following guidelines, personal achievement, and meeting or exceeding quality and production standards.

#### **Interview Guide**

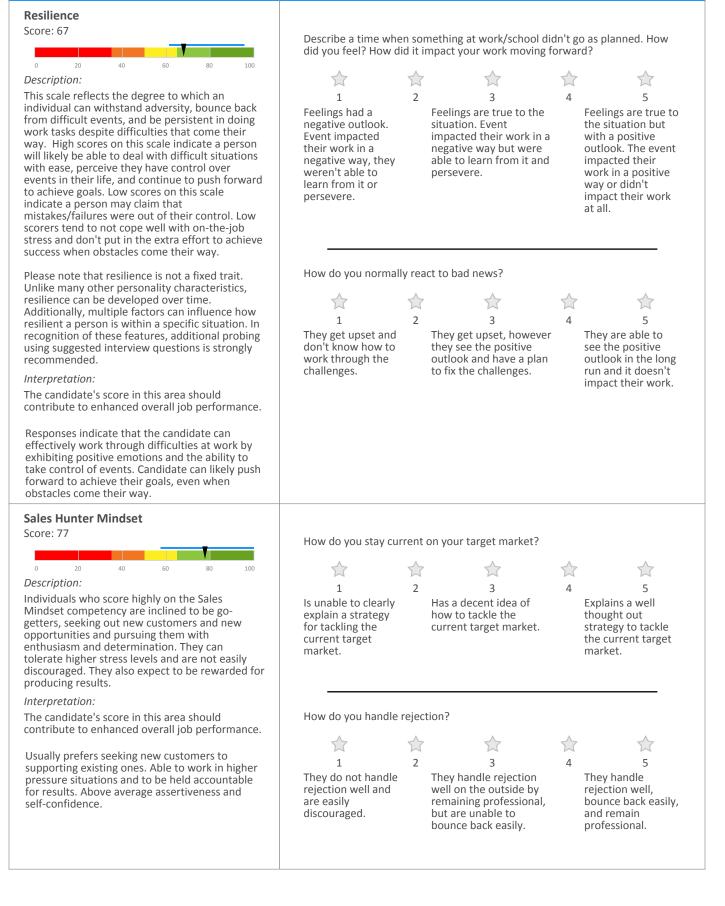
work.

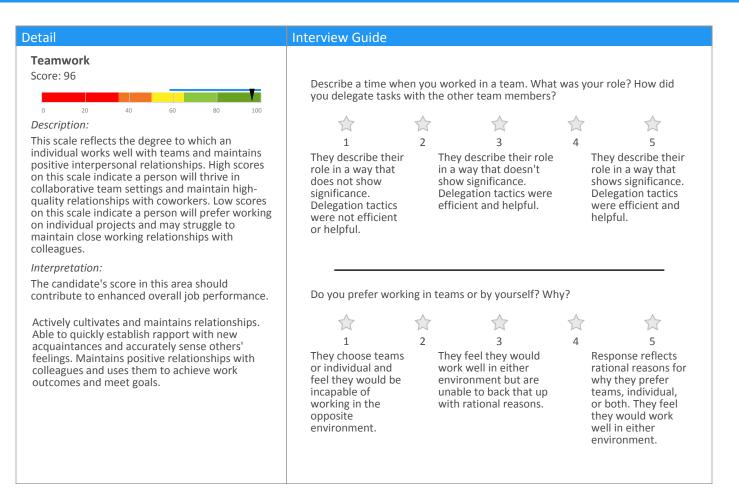






#### **Interview Guide**





# **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				
History Survey - Performance Score: 89	How does your less? How do yo		with your peers	? Do you produc	ce more or
0 20 40 60 80 100 Description:	24	24	24	25	2
Evaluates elements of the candidate's past work and education history to identify indications of high or low performance potential.		2	3	4	5
Interpretation:			ou received abou	it your performa	ance from your
The candidate's score indicates past behaviors	managers and y	our peers?			
that contribute to high job performance.	$\bigtriangleup$	$\Sigma$			$\bigtriangleup$
Exhibits past behaviors and achievements that are likely to enhance job performance.	1	2	3	4	5
The following potential performance risk areas were identified:					
<ul> <li>Below average productivity history</li> <li>Below average performance reviews</li> <li>Further probing is recommended for each of these items.</li> </ul>					

#### Detail

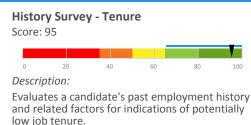
Interpretation:

average job tenure.

 Frequent job changes Potential long commute

were identified:

these items.



The candidate's score indicates past behaviors

Exhibits behaviors likely to result in longer than

The following potential performance risk areas

Further probing is recommended for each of

that contribute to high job performance.

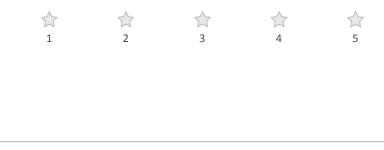
#### **Interview Guide**

100

Review your last few jobs with me, explaining why you left the old job and what attracted you to the new one.

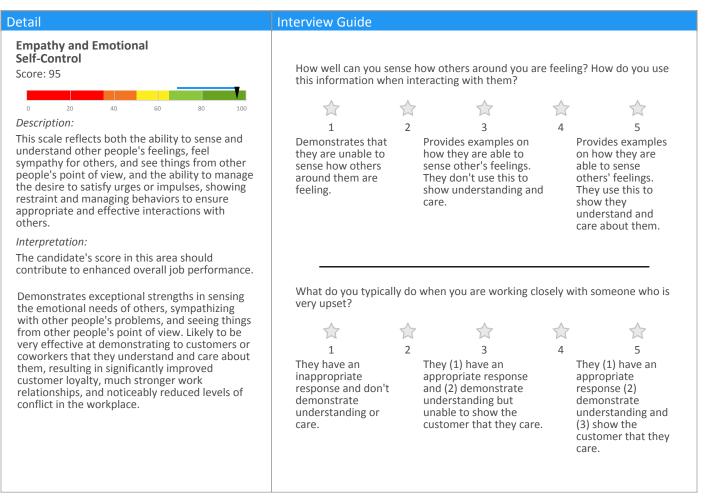


What is the longest distance you have had to commute to work? What did you do during the commute? How long did you keep that job?



### **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.



# 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
Please write an essay describing the HR Avatar essay feature.	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.
	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.



# **Identity Confirmation Photos**

The following photos of the candidate and any identification were uploaded during the assessment session.

Photo Analysis Results	
- Risk:	Medium risk of cheating based on image inconsistencies
- Percent match among processed faces	100%
- Total images processed	17
- Total images with valid faces	14 (82%)
- Total pairs of faces compared	13
- Pairs in which faces matched	13 (100%)



Pre/Post-Test Photo



ID Photo



In-Test Error Detected (No Face Detected)



In-Test Error Detected (No Face Detected)



In-Test Error Detected (No Face Detected)



In-Test Photo



In-Test Photo



In-Test Photo



In-Test Photo



Pre/Post-Test Photo

# **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.
- 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.
- 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: 41-9041.00
- O\*Net Version: 26.3
- Sim ID: 15508-1, Key: 0-0, Rpt: 13, Prd: 6359, Created: 2024-05-13 15:29 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 (%)
Adaptability	96.6939	Z-Statistic	2.1129	2.8831
Attention to Detail	89.2254	Z-Statistic	1.6150	16.8783
Competitive Spirit	88.2260	Z-Statistic	1.5484	2.7751
Customer Service Mindset	70.9225	Z-Statistic	0.3948	1.7116
Drive	67.9967	Z-Statistic	0.1998	2.7751
Empathy and Emotional Self-Control	95.9531	Z-Statistic	2.0635	6.8368
Following Policies and Procedures	84.2330	Z-Statistic	1.2822	17.0920
Fundamental Sales Concepts	84.8768	Z-Statistic	1.3251	13.6736
History Survey - Performance	89.2744	Z-Statistic	1.6183	6.8368
History Survey - Tenure	95.3073	Z-Statistic	2.0205	6.8368
Integrity	10.0000	Z-Statistic	-3.6667	2.8748
Phone Selling	81.6013	Z-Statistic	1.1068	2.6588
Resilience	67.8853	Z-Statistic	0.1924	2.8831
Sales Hunter Mindset	77.9388	Z-Statistic	0.8626	2.8831
Teamwork	96.1436	Z-Statistic	2.0762	2.3680
Writing	91.7510	Z-Statistic	1.7834	8.0332
Weighted Average of Cor	mpetency Z-Scores:			1.3258
Mean applied to Raw We	eighted Avg:			0.0000
Standard Deviation appli		1.0000		
Normalized Raw Score:				1.3258
Mean:				65.0000
Standard Deviation Used	:			15.0000
Final Overall Score:				84.8876



### Notes

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