

The logo consists of the letters 'PXT' in white, sans-serif font, centered within a blue rounded rectangle with a gradient effect.

Report designed for

Sally Sample

ProfileXT[®]

Interview Guide – Challenge Areas

Performance Model: Widget Bender Model

Assessment Taken: 2/3/10 Printed: 2/3/10

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Introduction

The interview is an important part of the selection process; however, studies show that most interviews are poorly done. Using a stock list of interview questions to ask every candidate will not lead the interviewer to the important areas necessary for the effective placement of each individual. This Interview Guide, coupled with the ProfileXT Performance Model Comparison, will help make each interview a valuable tool.

The scientifically developed Performance Model for this position reflects a solid understanding of what the job requires. The Total Person information related to this model allows us to create interview questions that will allow you to get the information you need to make the best possible decision about each candidate.

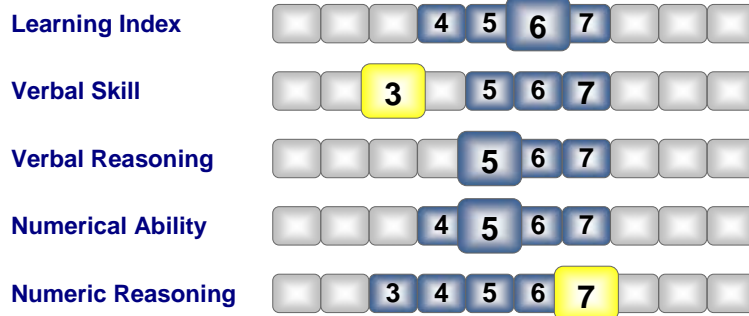
This report reflects the responses provided by Sally Sample when she completed the ProfileXT assessment. A Summary Graph is included that shows her scores and how she fits to the Performance Model for this position. It gives a quick overview of where she is in or out of the model and also shows her overall percentage match. The result for each characteristic is illustrated on a scale from 1 to 10. The darker area on each scale represents the best Job Match for the position. The enlarged segment of the scale shows where Sally scored. If the enlarged segment is dark, Sally is in the Job Match model. If it is lighter, she is not.

The interview questions provided are based on how well Mrs. Sample fits the Performance Model. Where she is outside the model the questions will take the interviewer into areas where potentially important information will be addressed. Each question should be considered for use in her placement interview. A space is provided to record the interviewer's thoughts when the response to a question provides important information regarding placement in the position for which Mrs. Sample is being considered.

Please consult the User's Guide for additional information on using these results when working with Sally. As discussed in the User's Guide for this product, the results from this or any assessment should never make up more than a third of the final decision in placements.

Summary Graph

Overall Job Match – 74%



Thinking Style
81% Match



Behavioral Traits
61% Match

Distortion for this assessment is within the acceptable range.

Top Interests for Sally Sample

- Enterprising
- People Service
- Creative

Top Interests for this Performance Model

- Enterprising
- Financial/Administrative
- People Service

Interests
86% Match

= Match

Interview Questions

Interview questions are provided for Sally to facilitate an effective interview process. Behavioral Considerations for each scale relate to her scores without reference to the Widget Bender Model model.

Thinking Style

Verbal Skill

A measure of verbal skill through vocabulary.



Behavioral Considerations

On the Verbal Skill scale Mrs. Sample is below the designated Performance Model for this position. This suggests that her ability to use a thorough vocabulary is less than the position typically requires and that she could have a problem with communicating ideas and concepts. Discussions with her should explore the possibility that for Mrs. Sample, the position may be overly challenging and could lead to frustration and a reduction in her level of performance.

Interview Questions

- Have you ever had someone become upset because you needed instructions repeated? How have you dealt with such a situation?
[Interviewer's Notes](#)
- How often do you read instructions or memos and have difficulty understanding what they mean? Give some examples.
[Interviewer's Notes](#)

- Some people read well but don't always remember what they have read. Do you ever experience this type of situation? How do you deal with it?

[Interviewer's Notes](#)

Numeric Reasoning

Using numbers as a basis in reasoning and problem solving.



Behavioral Considerations

On the Numerical Reasoning scale Mrs. Sample is outside the designated profile for this Performance Model. This suggests that her ability to analyze numerical data as part of the decision making process is different than the position typically requires. Discussions with her should explore the possibility that for Mrs. Sample, the position may be inappropriate for her ability level.

Interview Questions

- How do you insure the accuracy of your mathematical work and the work of your co-workers?
[Interviewer's Notes](#)
- Describe a recent experience you had in adapting to new methods in numerical processes at work.
[Interviewer's Notes](#)
- Describe a situation in which you had to prove to a superior that there was a mistake in their calculations.
[Interviewer's Notes](#)
- Tell me about your experience with achieving timely results with numerical computations.
[Interviewer's Notes](#)

Behavioral Traits

Energy Level

Tendency to display endurance and capacity for a fast pace.



Behavioral Considerations

On the Energy Level scale Mrs. Sample is above the designated Performance Model for this position. This suggests that her drive and enthusiasm is greater than the position typically requires. Discussions with her should explore the possibility the position may not be sufficiently challenging to maintain her interest and/or level of performance.

Interview Questions

- Tell me about a missed detail that caused a problem for you.
[Interviewer's Notes](#)
- Tell me about a task or situation that really tried your patience.
[Interviewer's Notes](#)
- Describe a situation you have experienced in which you successfully motivated others to accomplish more work for a deadline.
[Interviewer's Notes](#)
- Tell me about a time in your background when you were a driving, highly motivated worker.
[Interviewer's Notes](#)

Assertiveness

Tendency to take charge of people and situations. Leads more than follows.



Behavioral Considerations

On the Assertiveness scale Mrs. Sample scored outside the designated profile for this particular Performance Model. This suggests that her desire to take charge is not what the position typically requires but that she should have little problem interacting with others in this area. Discussions with her should explore her potential for training in cooperative or diplomatic interactions.

Interview Questions

- How do you handle a situation when someone is acting like you are being too assertive?
[Interviewer's Notes](#)
- Describe a recent experience when you chose to be less assertive in order to get a consensus with a team of co-workers.
[Interviewer's Notes](#)
- Tell me about a time when you were successful in challenging others' ideas. What does this say about your ability to be assertive?
[Interviewer's Notes](#)
- Describe a time when you communicated something unpleasant or difficult to say to a friend or family member. How did you assert yourself?
[Interviewer's Notes](#)

Attitude

Tendency to have a positive attitude regarding people and outcomes.



Behavioral Considerations

On the Attitude scale Mrs. Sample is below the designated Performance Model for this position. This suggests that her general response to others will be pessimistic compared to the most successful individuals in this position. Discussions with her should explore the possibility that for Mrs. Sample, the position may be overly challenging and could lead to frustration and a reduction in her level of performance.

Interview Questions

- Describe a specific time when your skepticism had a negative effect on a customer or client.
[Interviewer's Notes](#)
- Tell me about a high stress situation when it was desirable for you to keep a positive attitude. What happened?
[Interviewer's Notes](#)
- Describe the last time you experienced a big change in the workplace, like a new set of regulations, for example. How did you feel about those changes?
[Interviewer's Notes](#)
- What role have you played in the recent past in which your team was unmotivated and how did you resolve the problem?
[Interviewer's Notes](#)

Decisiveness

Uses available information to make decisions quickly.



Behavioral Considerations

On the Decisiveness scale, Mrs. Sample is above the designated Performance Model for this position. This suggests that she may act without a thorough understanding of the related details. Discussions with her should determine the extent of her spontaneity in decision-making, and consider if her effectiveness could be enhanced by more deliberation.

Interview Questions

- Many situations at work will require fast thinking and speed in making decisions. Give me an example of a situation in which you were especially skillful in making a decision quickly.
[Interviewer's Notes](#)
- Describe a situation in which you had to take immediate action in a crisis involving human life or severe financial consequences.
[Interviewer's Notes](#)
- What role should coworkers play in your decision making process?
[Interviewer's Notes](#)
- Tell me about a decision you made that you regret. How long did you deliberate before you made that decision?
[Interviewer's Notes](#)

Independence

Tendency to be self-reliant, self-directed, to take independent action, and make own decisions.



Behavioral Considerations

On the Independence scale Mrs. Sample is above the designated Performance Model for this position. This suggests that her self-reliance is greater than the position typically requires and that she may become frustrated by the level of supervisory attention typical of this position. Discussions with her should explore the possibility the position may be too challenging to maintain her motivation and/or level of performance.

Interview Questions

- Describe your preferences concerning supervision of your work and explain the ideal situation that produces the best work you can do.
[Interviewer's Notes](#)
- What is the best thing about clearly defined objectives and goals?
[Interviewer's Notes](#)
- Creative persons seem to offer fresh insights. Give me an example of a time when one of your insights was particularly well received by others.
[Interviewer's Notes](#)
- Just about anybody can give a routine, standard answer to common problems; however, the payoff is often in the development of unique solutions to common problems. Give me an example of one of your unique and novel problem solutions.
[Interviewer's Notes](#)

Objective Judgment

The ability to think clearly and be objective in decision-making.



Behavioral Considerations

On the Judgment scale Mrs. Sample is below the designated Performance Model for this position. This suggests that her decision-making process is less objective than the position typically requires and that she could have a problem with the pragmatic nature of the job. Discussions with her should explore the possibility that for Mrs. Sample, the position could lead to frustration and a reduction in her level of performance.

Interview Questions

- What sources of information do you typically use in reaching a decision at work?
[Interviewer's Notes](#)
- Describe the process involved when you have to make a decision under pressure.
[Interviewer's Notes](#)
- Describe a high-pressure situation you had to handle at work. Tell me what happened, who was involved and what you did in terms of problem solving.
[Interviewer's Notes](#)
- Have you ever had to take decisive action based on your gut feelings alone? How did that make you feel?
[Interviewer's Notes](#)