



Correctional Officer Work Habits Profile

Sandy Sample

Date and Time Started: 08/15/2019 10:08 AM
Date and Time Completed: 08/15/2019 10:14 AM
Total Administration Time: 6 minutes

Candidate ID: 177393
Email: dclarke@silverwoodassoc.com
Job Title Applying For: N/A

Organization: Silverwood Associates
Requested By: Diana Clarke (silverasoc@aol.com)

To ensure you are obtaining the full benefits available to you from the use of this assessment, please read the information contained in this report carefully. By using the information provided in this report, you are acknowledging that you understand the general guidelines for interpreting the assessment results.

While this assessment was designed to help assess various aspects of personality and/or skills, the report results are presented in terms of probabilities. False Positives and False Negatives are expected. PsyMetrics and the test developer are not liable for test taker behaviors.

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What this Assessment Measures

The HR Testing Library offers employers the ability to create assessments that measure the specific skills and behavioral dispositions required of any job. This "custom" approach to talent assessment ensures organizations are only testing for those skills and behaviors that are relevant to the job, therefore increasing validity while at the same time reducing test administration time significantly.

Based on a careful evaluation of the job being filled and a review of the assessments offered through the HR Testing Library, the following skills and/or behaviors were selected as important for job success.

The areas assessed by this Profile are:

Organization	Organization measures the degree to which the individual is organized, structured and thoughtful about his/her work.
Reliability 5	Reliability measures the degree to which the individual is likely to be dependable, hardworking and conscientious about the quality of his/her work.
Responsibility 5	Responsibility measures the degree to which the individual is likely to be dependable, stable, takes responsibility for his/her actions and as a result, is not likely to have attendance problems. This characteristic is appropriate for all jobs.
Rules Compliance 5	Rules Compliance measures the degree to which the individual is likely to follow company policies and adhere to rules and procedures established by management. This characteristic is appropriate for most, if not all jobs, with special emphasis on jobs requiring much trust (e.g., bank teller, cashier) and positions of authority (security guards, police officers).
Safety 5	Safety measures the degree to which the individual is likely to follow company safety rules and procedures, and is cautious and vigilant about avoiding workplace accidents. These characteristics are appropriate for jobs that involve the use of equipment (e.g., tools, forklifts, machinery), including jobs in warehouse, production, assembly and light industrial settings.

Candidness of the Correctional Officer Work Habits Profile Results

This Profile includes a candidness check to determine the degree to which the individual may have exaggerated his/her responses in order to present themselves more favorably. The results of this validity check with interpretation is presented on the following page.

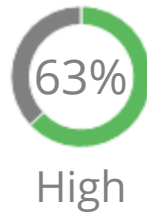
Interpreting the Profile Results

The following page also presents the Total Score Summary and Total Score Interpretation. This is followed by the Score Profile. The Score Profile includes the scores for all of the scales. The scores are presented in terms of percentiles. The percentile indicates how the candidate scored relative to all other individuals who have taken the assessment. For example, if a candidate's score on a particular scale shows as the 75th percentile, this indicates he/she scored better than 75% of all other people who have completed that scale.

The pages that follow the Score Profile provide detailed interpretations for each of the scales, as well as, management strategies and follow-up interview questions one can ask the candidate to obtain more insight with respect to areas needing development.



Total Score Summary



Total Score Interpretation

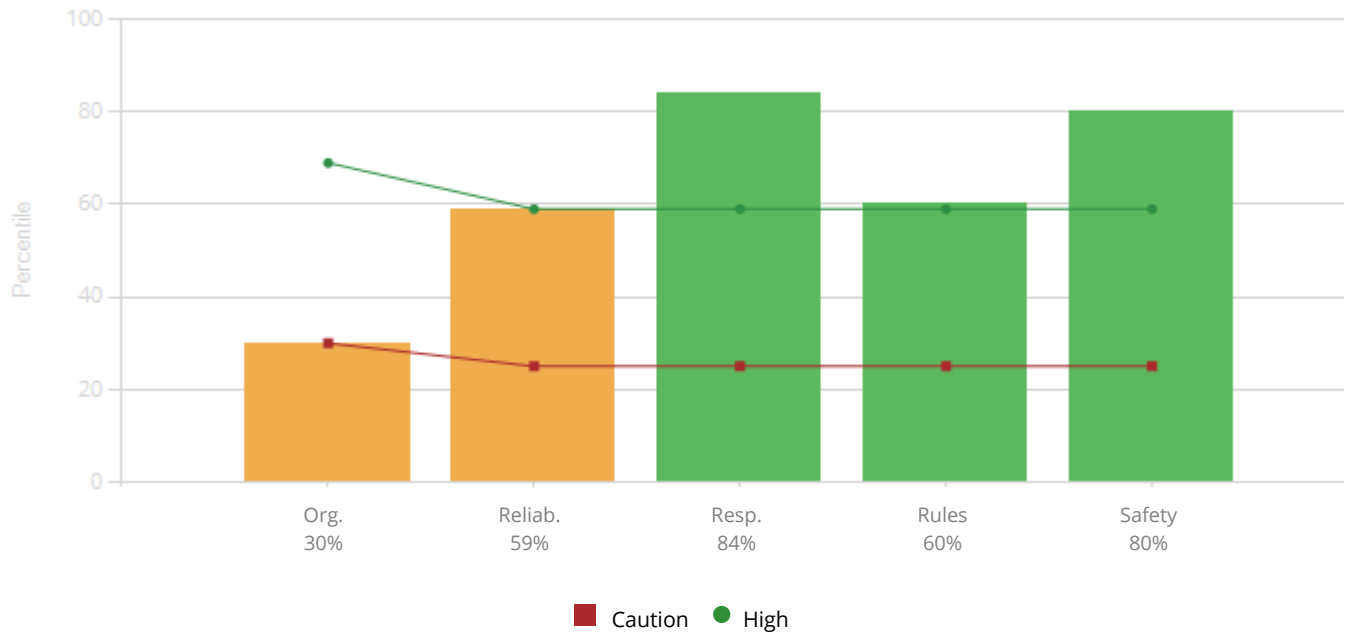
This candidate's total Profile score falls within the High range. This candidate generally demonstrates above average to high levels of the behaviors/skills assessed by this Profile. Review the individual scale details to better understand strengths and potential shortcomings.

Score Validity

Candidness: High: The candidate's responses are likely to be an accurate representation of his/her attitudes and behaviors.



Score Profile



The bar graph above shows the candidate's score pattern across all the dimensions assessed by this profile. The pages that follow offer detailed insight into each dimension score.



Organization

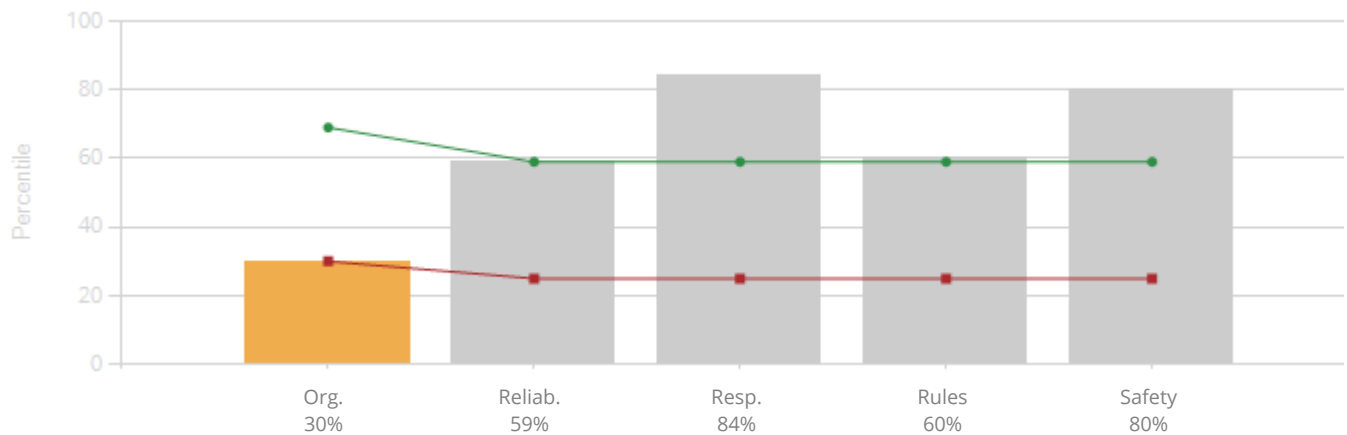


Average

Score Details

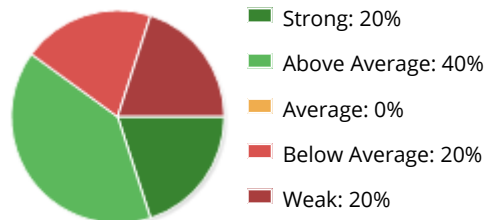
Organization measures the degree to which the individual is organized, structured and thoughtful about his/her work.

Sandy Sample scored in the 30th percentile on Organization (Average), meaning Sandy scored lower than 70 percent of other candidates who have completed this assessment.



Strength of Candidate's Responses

The graphic below shows the candidate's response pattern for the Organization behavioral dimension. This illustration is useful for assessing the strength of the candidate's attitudes and behaviors associated with Organization.



Expected Job Behaviors

- Is usually organized and structured, but at times may be less so.
- Tends to be a conscientious worker.
- Often establishes priorities and contingencies as needed.
- This individual's organization score is consistent with most other candidates.



Reliability 5

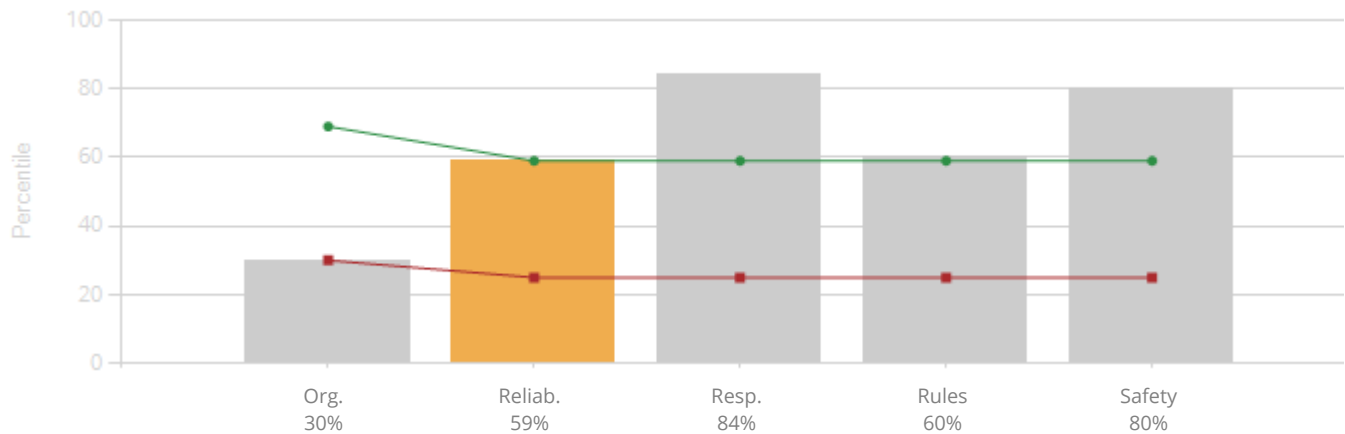


Average

Score Details

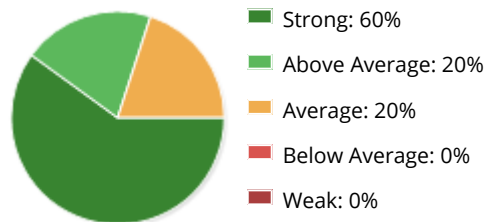
Reliability measures the degree to which the individual is likely to be dependable, hardworking and conscientious about the quality of his/her work.

Sandy Sample scored in the 59th percentile on Reliability 5 (Average), meaning Sandy scored better than 59 percent of other candidates who have completed this assessment.



Strength of Candidate's Responses

The graphic below shows the candidate's response pattern for the Reliability 5 behavioral dimension. This illustration is useful for assessing the strength of the candidate's attitudes and behaviors associated with Reliability 5.

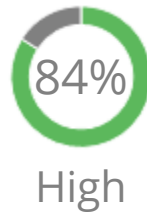


Expected Job Behaviors

- This individual is generally dependable and plans ahead from time to time.
- On occasion, work responsibilities may require some follow-up
- This individual's reliability score is consistent
- The quality of his/her work is satisfactory.
- Is moderately organized.



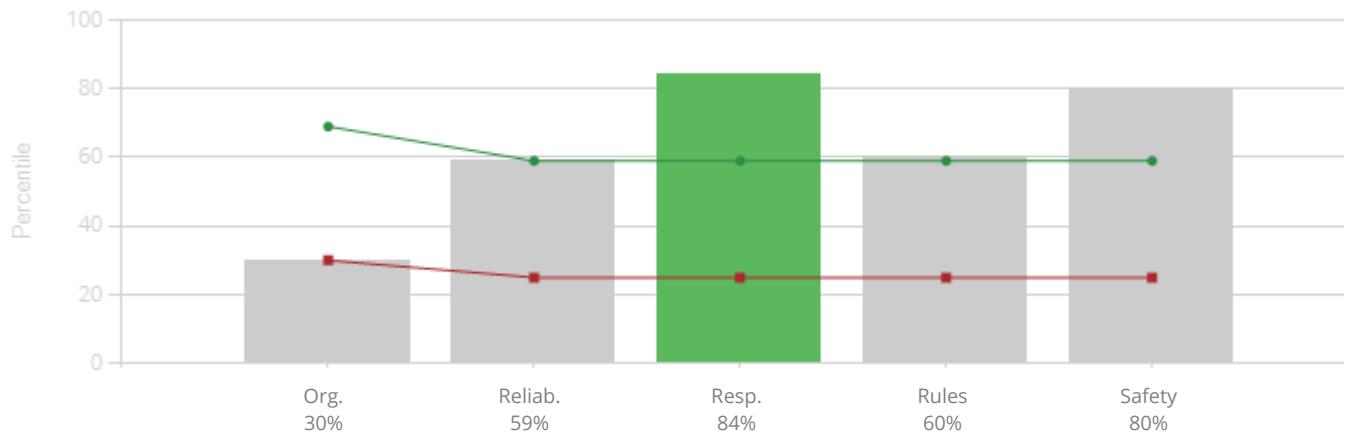
Responsibility 5



Score Details

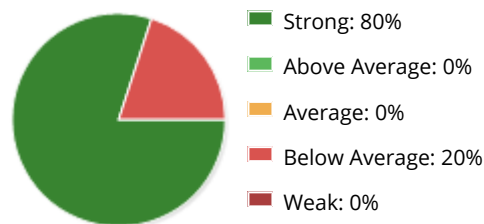
Responsibility measures the degree to which the individual is likely to be dependable, stable, takes responsibility for his/her actions and as a result, is not likely to have attendance problems. This characteristic is appropriate for all jobs.

Sandy Sample scored in the 84th percentile on Responsibility 5 (High), meaning Sandy scored better than 84 percent of other candidates who have completed this assessment.



Strength of Candidate's Responses

The graphic below shows the candidate's response pattern for the Responsibility 5 behavioral dimension. This illustration is useful for assessing the strength of the candidate's attitudes and behaviors associated with Responsibility 5.

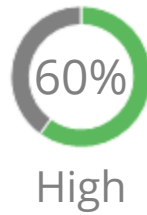


Expected Job Behaviors

- This individual is dependable and stable.
- Works hard to achieve success.
- Takes responsibility for his/her actions.
- Believes one is in control of one's actions.



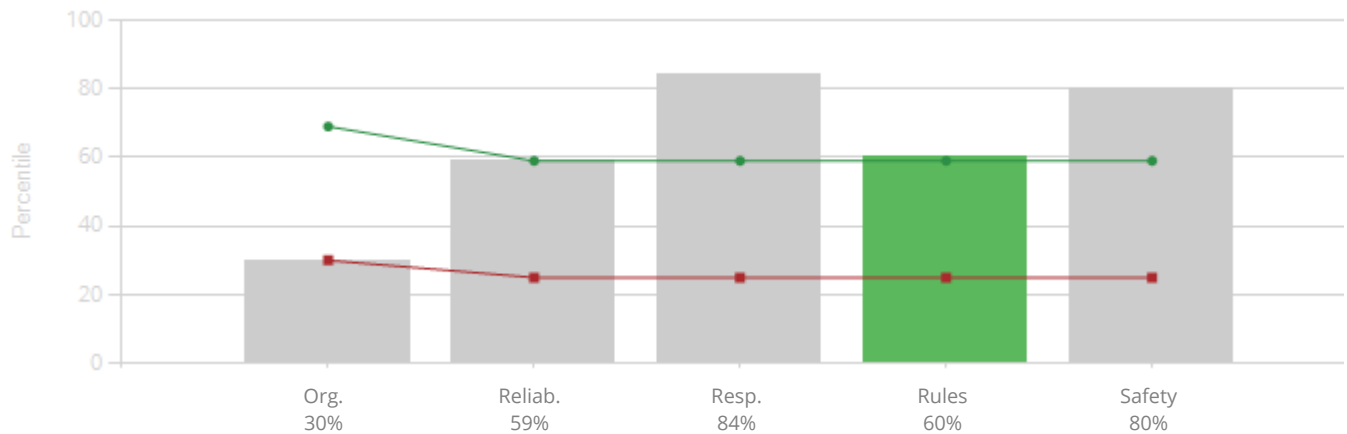
Rules Compliance 5



Score Details

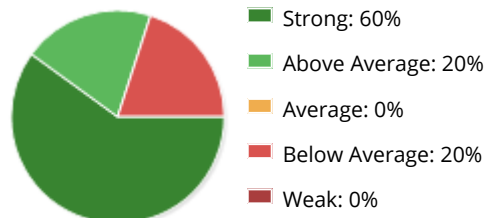
Rules Compliance measures the degree to which the individual is likely to follow company policies and adhere to rules and procedures established by management. This characteristic is appropriate for most, if not all jobs, with special emphasis on jobs requiring much trust (e.g., bank teller, cashier) and positions of authority (security guards, police officers).

Sandy Sample scored in the 60th percentile on Rules Compliance 5 (High), meaning Sandy scored better than 60 percent of other candidates who have completed this assessment.



Strength of Candidate's Responses

The graphic below shows the candidate's response pattern for the Rules Compliance 5 behavioral dimension. This illustration is useful for assessing the strength of the candidate's attitudes and behaviors associated with Rules Compliance 5.

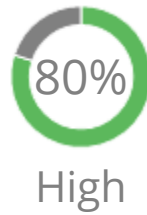


Expected Job Behaviors

- This candidate will adhere to rules and procedures established by management.
- He/she is not likely to bend rules to achieve goals.
- He/she can be relied upon to enforce assigned policies.
- Tends to stick to the rules.



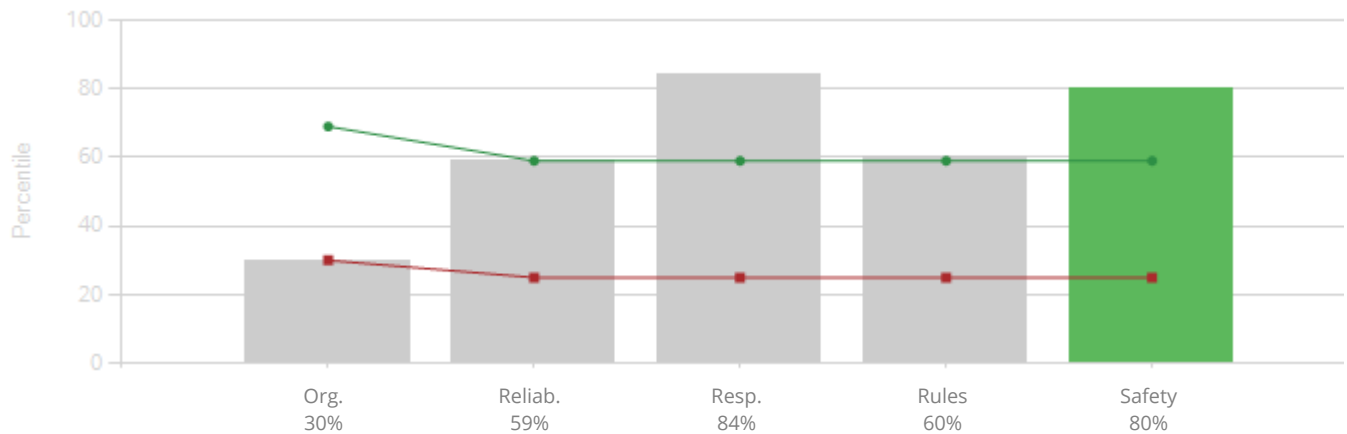
Safety 5



Score Details

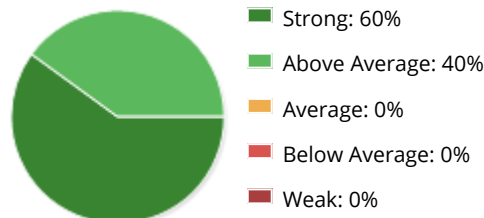
Safety measures the degree to which the individual is likely to follow company safety rules and procedures, and is cautious and vigilant about avoiding workplace accidents. These characteristics are appropriate for jobs that involve the use of equipment (e.g., tools, forklifts, machinery), including jobs in warehouse, production, assembly and light industrial settings.

Sandy Sample scored in the 80th percentile on Safety 5 (High), meaning Sandy scored better than 80 percent of other candidates who have completed this assessment.



Strength of Candidate's Responses

The graphic below shows the candidate's response pattern for the Safety 5 behavioral dimension. This illustration is useful for assessing the strength of the candidate's attitudes and behaviors associated with Safety 5.



Expected Job Behaviors

- This individual will be safety conscious.
- Will be conscientious about his/her work and will not take unnecessary risks.
- He/she will behave and work in a safe manner.
- Looks for ways to avoid accidents.

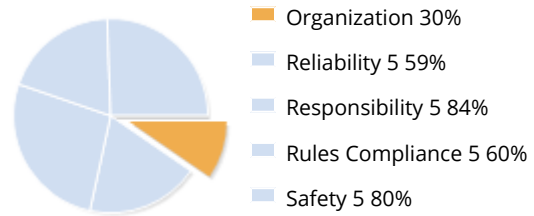


Management Strategies

This section of the report offers suggestions for developing or managing the candidate based on his/her Profile responses. The diagram below also offers a graphical representation of the areas covered by the Profile. The smaller the area, the more coaching/development might be required.

Organization

- This individual at times may need some supervision to ensure they consistently stay organized and on task.
- Offer guidance in the area of organization skills and prioritizing tasks to reach deadlines.
- The importance of being organized and setting contingencies.



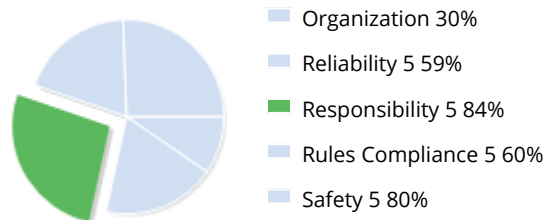
Reliability 5

- This individual may need some supervision and an occasional push to be more organized, and thoughtful about his/her work.
- He/she should be guided when developing training plans and setting goals.
- The importance of consistency, punctuality and reliability.



Responsibility 5

- This individual takes responsibility for his/her behavior and expects those around them to do the same. When he/she exhibits responsible and dependable behaviors he/she should be praised to show appreciation.
- Given his/her responsible nature, he/she may



Rules Compliance 5

- This individual can generally be counted on to follow set objectives and directives. Provide him/her with clear goals and expectations.
- Engage them in tasks where following strict rules and procedures are essential.
- Count on this individual to enforce yo



- Organization 30%
- Reliability 5 59%
- Responsibility 5 84%
- Rules Compliance 5 60%
- Safety 5 80%

Safety 5

- The thoughtful and safe manner, in which this individual works, warrants praise and recognition.
- This individual can be utilized in positions that require overseeing issues of safety.
- While being safety conscious is critical for a safe working environment



- Organization 30%
- Reliability 5 59%
- Responsibility 5 84%
- Rules Compliance 5 60%
- Safety 5 80%



Interview Guide

This report includes follow-up interview questions that focus on those areas where further development might be needed. These questions serve as an excellent guide during the hiring process, coaching or developmental efforts to further uncover potentially negative behavioral tendencies.

Organization

Question:

Tell me about your organization skills? Do you find disorganization to be a distraction? Why or why not?

Response Notes:

Response Expected of a
Poor Performing Employee

1

2

3

Response Expected of a
Satisfactory Employee

4

5

Response Expected of an
Excellent Employee

6

7

Question:

How do you feel being organized relates to success? Is being organized important for success? Why or why not?

Response Notes:

Response Expected of a
Poor Performing Employee

1

2

3

Response Expected of a
Satisfactory Employee

4

5

Response Expected of an
Excellent Employee

6

7

Reliability 5

Question:

How important has being organized been in your work success? Is being organized something that is a challenge for you or something you just don't place that much emphasis on?

Response Notes:

Response Expected of a
Poor Performing Employee

1

2

3

Response Expected of a
Satisfactory Employee

4

5

Response Expected of an
Excellent Employee

6

7



Responsibility 5

Question:

Tell me about a work situation when you behaved in a spontaneous manner rather than planning things out.

Response Notes:

Response Expected of a
Poor Performing Employee

1

2

3

Response Expected of a
Satisfactory Employee

4

5

Response Expected of an
Excellent Employee

6

7

Rules Compliance 5

Question:

Describe situations where your supervisor(s) did not treat you fairly or honestly. What occurred and what was the outcome?

Response Notes:

Response Expected of a
Poor Performing Employee

1

2

3

Response Expected of a
Satisfactory Employee

4

5

Response Expected of an
Excellent Employee

6

7

Safety 5

The candidate responded positively to all questions in this scale, therefore follow-up questions are not provided for this dimension.

Sum of Ratings

Number of Questions Rated

Average Rating

(Sum of all ratings divided by the number of questions rated.)

