

# ASSESS Selection Report Overview

ASSESS Selection Reports identify the personality traits of the candidate that are likely to help/hinder the individual's ability to be successful in a given role. The report helps to focus a behavioural interview by providing questions specifically linked to competencies and the individual's results. Management suggestions, which can be used if the candidate is hired, are also included in the written report.

By using ASSESS to complement its selection process, organizations can hire based on a complete picture of competencies they have defined – increasing the probability of hiring candidates that will succeed which will result in lower hiring costs, higher retention and better performance.

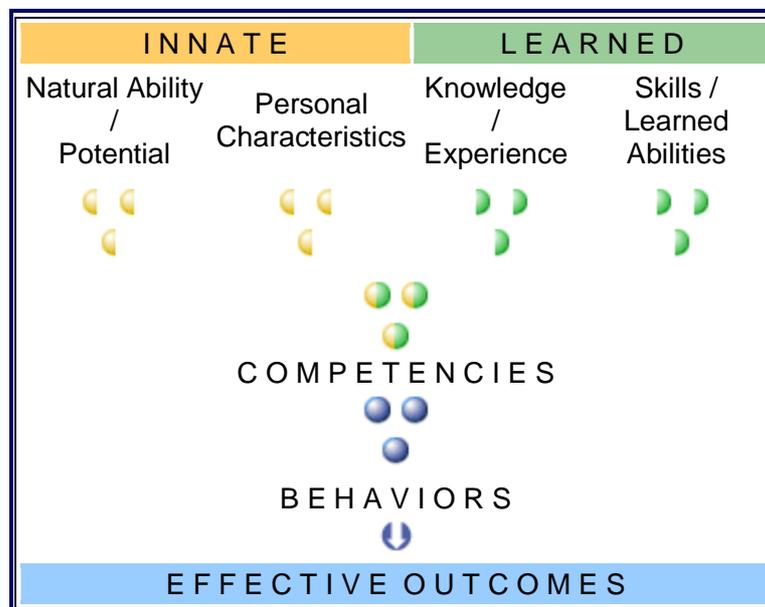
## ***The ASSESS Selection report contains the following sections:***

### **1. Introduction**

A Brief overview on how to use the report and the confidential nature of the assessment process.

### **2. Competency Overview (Job Effectiveness Model)**

Job success in an area is the result of many factors working together, which include **innate** characteristics (natural ability, personality) and **learned** characteristics (knowledge, experience and skills) as is presented in the following chart. People who have the needed innate and/or learned characteristics or who have a good potential for developing these characteristics will be able to do the right things (behaviors) to produce the desired results (effective outcomes).



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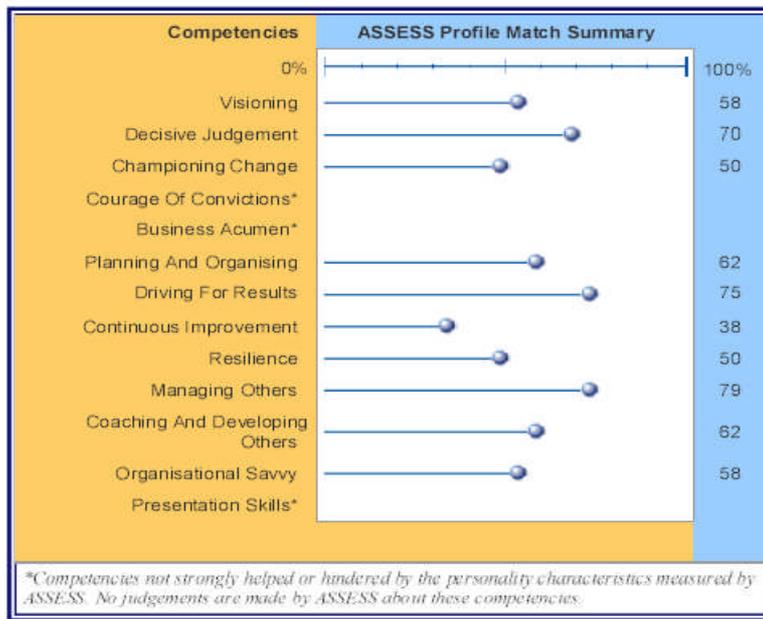
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### 3. Personality Summary

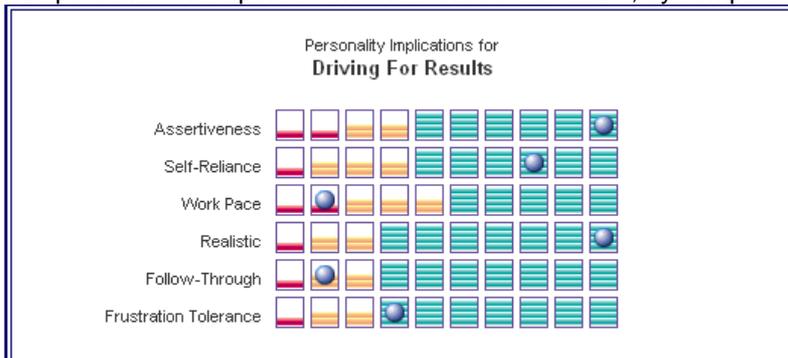
This shows the match between the candidate's personality results and the Competency Model. A strong match indicates a personality profile that tends to support the demonstration of the competencies, while a low match indicates a profile that may hinder the demonstration of the competencies.

Match scores should NOT be interpreted as pass or fail indicators.



### 4. Personality Detail

This portion of the report shows the candidate's results, by competency.



The candidate's score is represented by the blue circle  
 If the blue circle lands outside of the blue shaded area the characteristic (i.e. assertiveness, self-reliance, etc...) is likely to help the demonstration of the competency.  
 If the blue circle is within the red or amber shaded area, the characteristic is likely to hinder (be a potential concern) the demonstration of the competency. The report provides full implications.

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## 5. Interview Guide

Generic questions are provided as well as special probes that are linked to the candidate's results. Whenever a personality traits fall OUTSIDE of the "help" zone described above, a special interview probe will be included in the report.

You can customize the interview process for each candidate. This allows the interviewer to determine:

- To what extent the trait is likely to be observed in day-to-day job performance
- What impact, if any, the trait has on job performance, work relationships, problem solving, etc...
- To what extent or how the person "manages" or controls this behaviour

## 6. Management Suggestions

This section summarizes some areas of concern and provides recommendations to help a leader effectively manage the individual if they are hired.

## 7. Graphic Profile

This is a snapshot of the candidate's ASSESS results for all 24 personality traits. By reviewing the profile you can see where there are large differences in results.