

Work Personality Assessment Profile

Prepared for: Sample

Intended Use: Professional Development / Career Development

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Comparison Group Used: General Population

Cognitive Complexity Capability (key performance indicator)

- current planning capability (scope) is 3+ year range to establish effective work practices, systems and productivity targets
- transitioning to the next level, which will enable her to address increasingly complex and interrelated problems and apply solutions to longer time horizons - will gradually grow to 5 year scope in the next 4-5 years
- readily sees operational best practice requirements, and can effectively use human resources, finances and technologies
- can link the relationships between her projects and the overall organizational operations and objectives
- plans and completes her tasks via prioritization while considering contingencies and alternatives
- **her complexity capability is above others in her age group indicating that she is a high-potential candidate**

Critical Thinking Preferences

- her strongest thinking preference is concrete random which will enable her to develop practical innovative products / services / solutions from her creative ideas – converting vision to reality
- she is also very capable of “big picture” abstract thinking, and this combined strength in both concrete and abstract thinking will enable her to adapt to different requirements
- her thinking preferences will help her to persistently focus on goal achievement and results

Concentration & Attention Scales

- dominant concentration preference is her strong analytical and conceptual capability
- secondary strength is her ability to focus on details and to take action
- of the three concentration channels her third strongest strength is her environmental awareness (observing / evaluating)
- as she matures, and with practical experience, her environmental awareness will grow thus positioning her for future managerial / leadership roles

Motivation

- she is achievement-oriented, needs to be challenged, and will thrive with ongoing learning and personal development
- motivated towards goals, first defines the goal, then accumulates whatever information is needed to accomplish the goal
- is unlikely to make poor decisions or errors of omission due to her detail-orientation
- *balanced* motivational approach will keep her moving forward while not getting “bogged down” in details

Productivity Traits

- self-confident in her abilities, is resourceful in finding solutions, follows through on commitments, learns quickly
- likes to assume personal responsibility for achieving goals, will take control of projects / activities
- very strong at information integration, dealing with complexity and seeing relationships between data
- average organizational and planning capabilities, likes to work within known objectives and deadlines
- manages details appropriately enabling their inclusion in her plans
- excellent at working with / improving productive systems – understands the learning benefit of delegation
- prefers performing the right way from the start, careful not to make mistakes, learns from errors made, unlikely to repeat
- above average ability to perform under pressure, able to appropriately control her behavior and maintain focus over time
- has a strong belief in following rules and adhering to established standards

Decision-making

- can make fast decisions under pressure, but generally prefers a cautious decision-making approach
- focuses on quality of decisions, values accuracy, incorporates details into the process, and prefers to check decisions later
- proactively will make decisions after all relevant information has been collected / considered
- is a calculated risk taker, she will carefully consider and evaluate all of the details involved in any risk

Communication Skills

- above average communication skills – is comfortable in public situations, prefers an open communication environment
- will readily share her ideas with her managers, team, peers, external personnel and the public
- more often will influence people through building consensus / joint problem-solving (pull techniques)
- slightly above average active and empathetic listening skills

Interpersonal Skills

- average “people skills” - slightly more introverted than extroverted (balanced levels), easily functions in an active work environment, but also may need occasional ‘alone time’
- knows the value of, builds, and sustains collaborative business relationships that will benefit all involved parties
- understands the need for personal relationships in order to gain individual and group support
- capability in empathetic listening helps her to build trusting relationships

Team Membership / Team Management

- exceptional team member with strong team leader characteristics, will use a supportive leadership style to influence team behavior and to reduce team conflict
- encourages input from all sources, and will involve her team in collaborative decision-making
- will establish clear guidelines (rules) and team roles and set clear expectations to ensure that all team members know their responsibilities, will be effective in resolving team conflicts
- will maximize team performance by putting the right people in the right roles, ensuring they have the resources to perform, managing performance and supporting / initiating individual and team development activities

Leadership

- ***exceptional leadership potential*** scored highly in the core traits that we see as being critical to effective leadership; her increasing desire for control, high self-confidence, and positive achievement-oriented attitude
- her exceptional cognitive capability will help her to create a realistic vision of the future within a 3+ year time frame
- communication skills enable her to present her vision in a way that is understood, compelling and inspiring to her team
- she will primarily act as a strategic leader, and will also ‘lead by example’, acting as a good role model while providing support and developing / maintaining / coordinating relationships inside and outside her work domain
- will maintain a calm ‘emotionally intelligent’ image under stressful situations

Sample’s Best Fit Manager

To sustain high motivation and performance, Sample will perform best with a manager who:

- provides an accurate vision of the organizational / departmental direction within a 5 – 7 year scope
- has significant strategic capability, and is dedicated to making a difference, focuses on change, creativity and innovation
- collaborates with Sample when setting subsequent objectives and targets, then provides her with autonomy to perform
- creates a developmental climate and identifies overall performance guidelines and deadlines
- believes in the team concept and displays strong team facilitation skills
- facilitates open communication, staff input and encourages idea exchange

To Further Ensure Performance Development

Since everyone can always improve on their performance, superior performers are consistently looking to elevate their performance capabilities. In Sample’s case it will be beneficial if she has support as she:

- further develops her environmental awareness to assist in evaluating people and their performance enhancement needs
- continues to build on her current leadership skills – leadership will be a major factor in her career success

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