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**HOGANSELECT**

# B A S I S

AN IN-DEPTH SOLUTION FOR CANDIDATE SELECTION

Report For: Sam Poole

ID: HE381940

DATE: April 13, 2018

Job Title: Account Executive





## INTRODUCTION

This is the Pre-Employment Assessment Report for Sam Poole. It is divided into different sections, and they are described below.

## SECTION I - GRAPHIC REPORT

### **Hogan Personality Inventory (HPI) Graphic Report**

This section provides a graphic report of the candidate's results on the Hogan Personality Inventory (HPI). The HPI evaluates people on seven well-known characteristics that influence occupational success.

### **Hogan Development Survey (HDS) Graphic Report**

This section provides a graphic report for the candidate's results on the Hogan Development Survey (HDS). The HDS identifies 11 potentially derailing characteristics that can cause an otherwise effective individual to struggle in their career.

### **Motives, Values, Preferences Inventory (MVPI) Graphic Report**

This section provides a graphic report of the candidate's results on the Motives, Values, and Preferences Inventory (MVPI). The MVPI evaluates individual fit within a corporate culture; it indicates the kind of jobs, work, and environments people will find most satisfying.

## SECTION II - SUMMARY OF ASSESSMENT RESULTS

### **Employment Fit**

This section reviews the candidate's results, focusing on general characteristics relevant to that person's success in most work environments. The review covers the candidate's reaction to stressful situations, how the candidate will manage the assignments associated with a job, and how the candidate will approach learning in a new job.

### **Job Fit**

This section reviews the candidate's assessment results in terms of fit with a particular job. Different characteristics are important for success in different jobs, and characteristics that are important in one job may interfere with performance in others.

### **Job Risks**

This section provides an overview of results from the Hogan Development Survey (HDS) which indicate risk factors that can impede performance effectiveness if not managed.

### **Organization Fit**

This section reviews the candidate's results in terms of fit within a particular organization. The culture of every organization is different, and just because a candidate fits with a specific job, does not mean that he/she will fit within the organization. This report has been customized to provide information regarding the fit of a candidate to the organization's culture.

### **Candidate Fit Recommendation**

This section provides an overall recommendation regarding the candidate's degree of fit within the job at your organization. This recommendation is based on the assessment data.

### **Candidate Interview Style**

This section summarizes the candidate's interview style. Interview style can impact the evaluation of a candidate's fit for the position. This section indicates what to expect from a candidate in order to minimize the impact of interviewing skills.

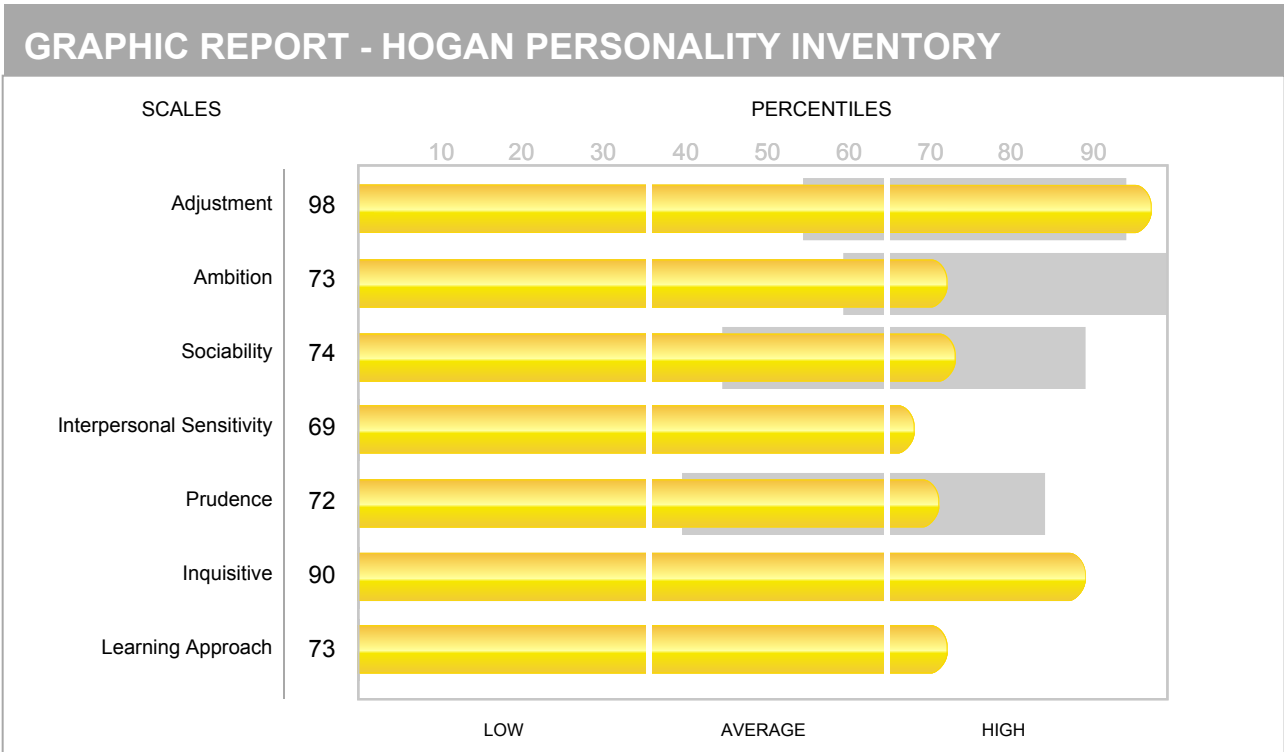


## SECTION III - STRUCTURED INTERVIEW GUIDE

This section provides a structured interview guide based on the candidate's assessment results. The interview guide is designed to increase the hiring manager's understanding of the assessment results and allow him/her to probe areas of particular concern regarding the candidate's job fit. The guide also provides a systematic method for making a hiring decision using a combination of the assessment and the interview results.

## SECTION IV – OVERALL EVALUATION OF CANDIDATE

This section provides a way in which to combine the candidate's assessment and interview results into an overall evaluation. From this, you will be able to make a more informed hiring decision.

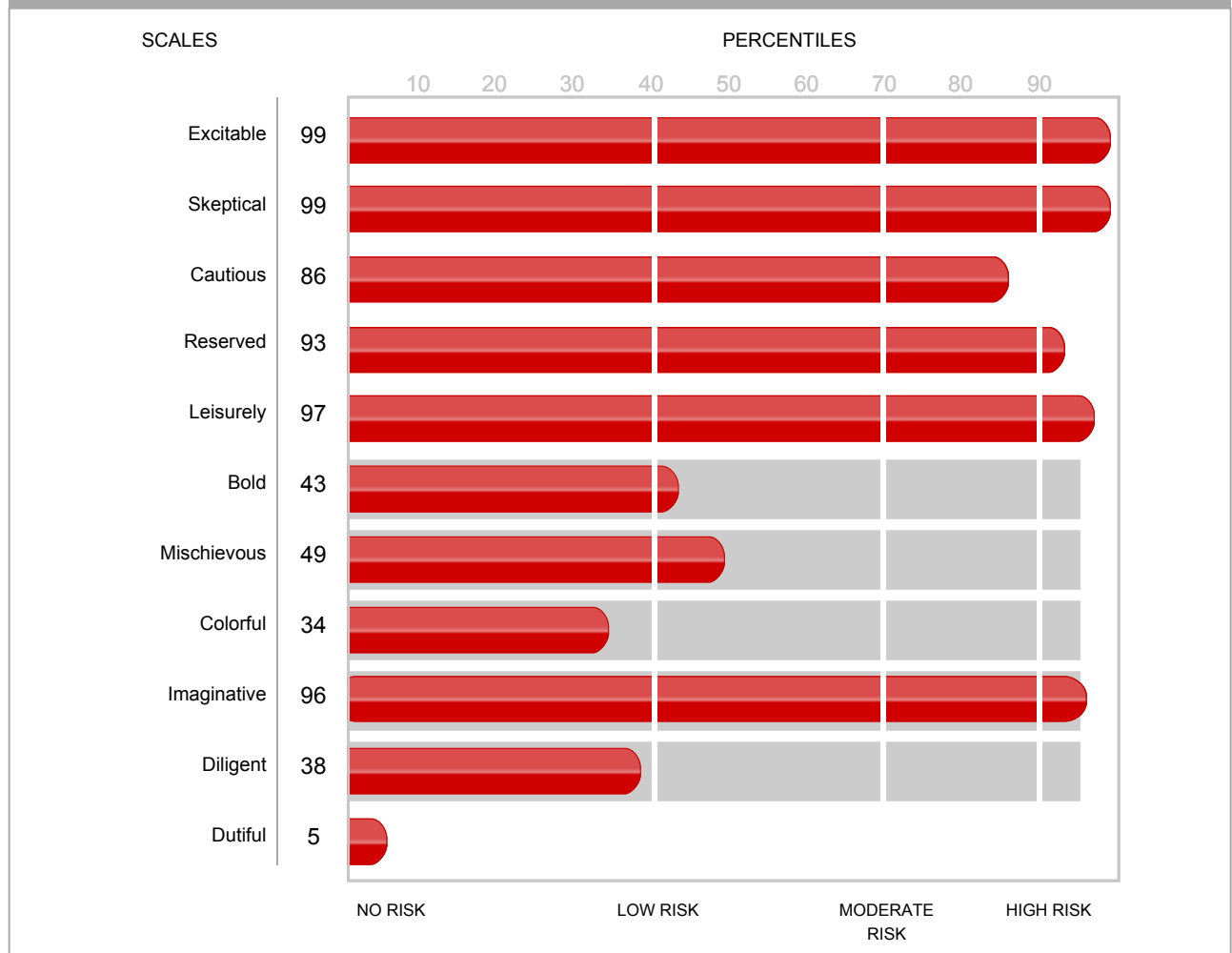


NOTES: Scales with a shaded bar have been identified as important to success. Scores inside the range increase a candidate's probability of success.

<b>Adjustment</b>	Reflects the degree to which a person is calm or moody and volatile. High scorers seem confident, resilient, and optimistic. Low scorers seem tense, irritable, and negative.
<b>Ambition</b>	Evaluates the degree to which a person seems leaderlike and values achievement. High scorers seem competitive and hard working. Low scorers seem unassertive and less interested in advancement.
<b>Sociability</b>	Assesses the degree to which a person appears socially self-confident. High scorers seem outgoing and colorful. Low scorers seem reserved and quiet.
<b>Interpersonal Sensitivity</b>	Reflects tact and perceptiveness. High scorers seem friendly, warm, and popular. Low scorers seem independent, frank, and direct.
<b>Prudence</b>	Concerns self control and conscientiousness. High scorers seem organized, dependable, and easy to supervise. Low scorers seem spontaneous and flexible.
<b>Inquisitive</b>	Reflects the degree to which a person seems curious, adventurous, and imaginative. High scorers tend to be quick-witted and visionary, but easily bored. Low scorers tend to be practical, focused, and able to concentrate.
<b>Learning Approach</b>	Reflects the degree to which a person values education as an end in itself. High scorers tend to enjoy reading and studying. Low scorers are less interested in formal education and more interested in hands-on learning on the job.



GRAPHIC REPORT - HOGAN DEVELOPMENT SURVEY



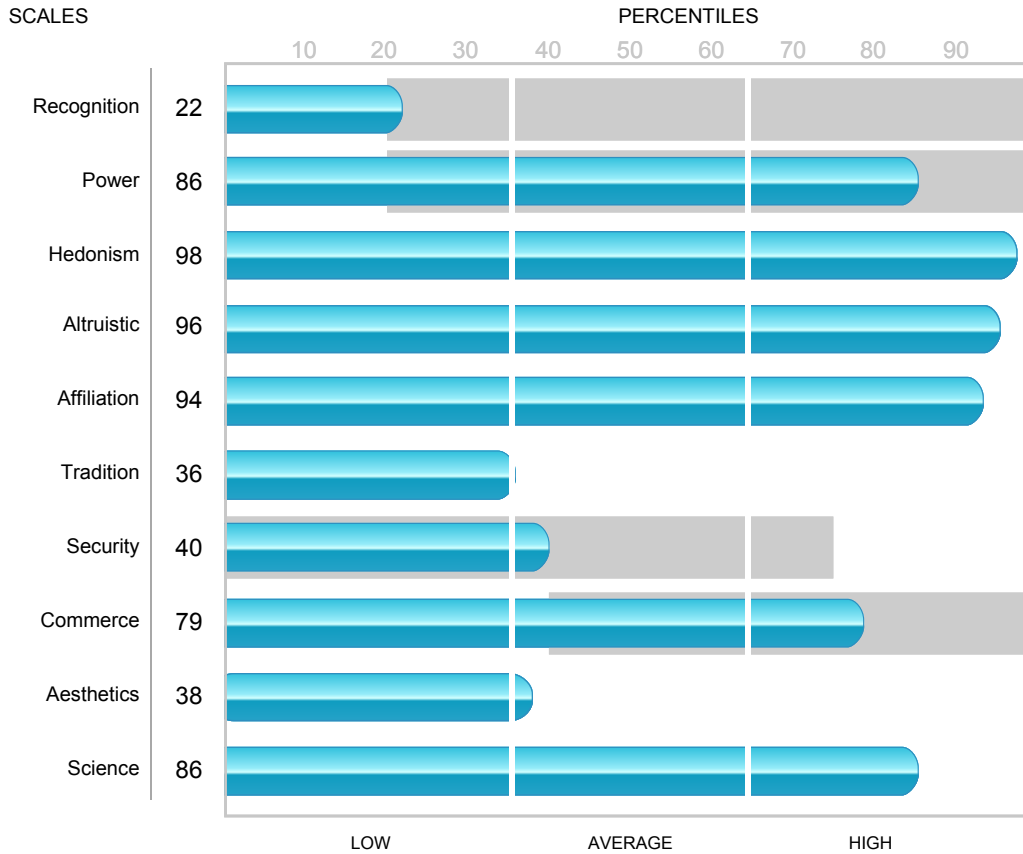
NOTES: Scales with a shaded bar have been identified as important to success. Scores inside the range increase a candidate's probability of success.



<b>Excitable</b>	Behavior ranging from emotional calmness to emotional explosiveness.
<b>Skeptical</b>	Behavior ranging from trusting others to believing others usually attempt to deceive.
<b>Cautious</b>	Behavior ranging from flexibility to a cautious reluctance to try new things.
<b>Reserved</b>	Behavior ranging from caring about others to a lack of concern about other people.
<b>Leisurely</b>	Behavior ranging from cooperative and coachable to stubborn, irritable, and hard to coach.
<b>Bold</b>	Behavior ranging from modesty to assertive self-promotion and inflated views of one's value.
<b>Mischievous</b>	Behavior ranging from unassertive and responsible to impulsive and willing to test the limits.
<b>Colorful</b>	Behavior ranging from quiet self-restraint to dramatic and entertaining self-expression.
<b>Imaginative</b>	Behavior ranging from levelheaded and sensible to imaginative, unusual, and unpredictable.
<b>Diligent</b>	Behavior ranging from relaxed and tolerant to detail-oriented, picky, and overly-conscientious.
<b>Dutiful</b>	Behavior ranging from independent to overly conforming and eager to please others.



GRAPHIC REPORT - MOTIVES, VALUES, PREFERENCES INVENTORY



NOTES: Scales with a shaded bar have been identified as important to success. Scores inside the range increase a candidate's probability of success.



<b>Recognition</b>	Concerns a desire to be recognized, and a lifestyle guided by a search for opportunities to be noticed.
<b>Power</b>	Concerns the desire to make a difference, and a lifestyle characterized by competition and achievement striving.
<b>Hedonism</b>	Concerns the pursuit of fun, variety, and pleasure, and a lifestyle organized around eating, drinking, traveling, and entertaining.
<b>Altruistic</b>	Concerns a need to help others, and a lifestyle organized around coaching, teaching, and improving the lives of the less fortunate.
<b>Affiliation</b>	Concerns a desire for social contact, and a lifestyle organized around socializing and reaching out to others.
<b>Tradition</b>	Concerns a commitment to family, work, respect for authority, and a lifestyle organized around tradition and old-fashioned values.
<b>Security</b>	Concerns a need for predictability, structure, order, and a lifestyle organized around avoiding risks and minimizing errors and mistakes.
<b>Commerce</b>	Concerns an interest in financial issues, and a lifestyle organized around salary increases and financial planning.
<b>Aesthetics</b>	Concerns quality, and a lifestyle organized around art, music, and fashion.
<b>Science</b>	Concerns being interested in science, enjoying technology, and preferring to make data-based—as opposed to intuitive—decisions.





## Section II – Summary of Assessment Results

### Employment Fit — Overall Suitability for Work

Sam Poole usually is poised, confident, and self-assured but also may overestimate his abilities, and may ignore feedback. He usually is conscientious, careful about rules and procedures, and will gather the information needed to make informed decisions. Sam Poole tends to be achievement oriented, interested in training, and will stay up to date on new developments in business and technology.

### Job Fit — Suitability for the Position

Mr. Poole is very ambitious and is willing to take initiative. He should be action-oriented and create opportunities for himself. Mr. Poole seems eager to advance his career, and may become dissatisfied if promotional opportunities are not available. Mr. Poole is conscientious, trustworthy, hardworking, and comfortable with rules and procedures. He should be planful and well organized. However, he may tend to over-control sales personnel. Mr. Poole values education, training, and development. He should actively promote training opportunities and encourage the development of others. He will place a premium on staying up to date. He will enjoy working with others as part of a group or team. His strong need for social interaction will enable him to enjoy and seem comfortable in situations such as group meetings and customer receptions. He will likely seem quite friendly and approachable.

#### Candidate Strengths

- Very high level of energy, action-orientation, and interest in career advancement; unusually proactive
- Will be dependable, loyal, hardworking, painstaking, thorough, and reliable; task-oriented and good with details; can be counted on to follow through with assignments
- Concerned about staying up to date and will expect others to be engaged in constant learning
- Enjoys and will excel in social situations (such as customer meetings, public receptions, and trade shows)
- Likely will look forward to meetings and events with customers

#### Candidate Areas of Concern

- May take action without obtaining support or input from others; may become dissatisfied in job situations where rapid advancement is not possible
- May be inflexible and need a lot of structure; may micromanage subordinates, delegate poorly, and be unable to prioritize job tasks
- May seek training for its own sake and miss the importance of applications
- May dislike independent work that limits opportunity for interaction
- May not follow through on the solitary tasks -- inputting sales data, keeping up with paper work

### Job Risks - Tendencies that Could Undermine Performance Success

Sam Poole has the following potential risks that need to be managed:

- He may lack persistence when projects do not go well.
- He can be reserved, blunt, and hard to read.
- He will seem willing to let others lead and some may misinterpret him as lacking initiative.
- Because he is so careful, he may seem indecisive, resistant to change, and reluctant to express his opinions.






**Organization Fit - Suitability for the Culture**

Mr. Poole has strong business interests, and will stay up-to-date with the company's business strategies, the marketplace, competitors' activities, and other issues related to the company's commercial success. Mr. Poole wants to be successful and make an impact, and may resent situations in which there is little opportunity to make decisions or demonstrate his worth. Mr. Poole will enjoy assignments that require problem-solving and analysis. At times, Mr. Poole may over-analyze issues, and may be reluctant to act until he has enough information. Mr. Poole doesn't like to make mistakes and will act carefully and cautiously and prudently evaluate the risks of a situation.

**Overall Candidate Recommendation**

Based on the assessment results, and in comparison to the job or job family profile, Sam Poole's overall fit for the position is:

		
<b>Low Match</b>	<b>Moderate Match</b>	<b>High Match</b>

**Candidate Interview Style**

The following suggests how Sam Poole is likely to behave during the interview.

Interview Style	Low	Moderate	High
<b>Emotional Demeanor</b> Candidates with low scores may appear tense and nervous; those with high scores may appear calm and relaxed.			X
<b>Rapport</b> Candidates with low scores may seem quiet and even shy; those with high scores may seem talkative and approachable.			X
<b>Relationship Building</b> Candidates with low scores may appear challenging and independent; those with high scores may seem agreeable and ingratiating.			X



**Section III - Structured Interview Guide**

**Part 1 - Interview (Employment Fit)**

These questions about Employment Fit focus on how easy it will be to manage Mr. Poole. The questions are derived from the Assessment Report - Employment Fit.

Scale - Question	What to look for						
<p><b>Adjustment</b> Give an example of how your ability to keep a "level head" made the difference between success and failure.</p> <p>Notes:</p>	<p>The ability to remain calm in pressure-filled situations, to avoid responding emotionally, and to learn from past mistakes.</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="3">Question Rating:</td> </tr> <tr> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>	Question Rating:			Low	Moderate	High
Question Rating:							
Low	Moderate	High					
<p><b>Prudence</b> Describe a situation when it was important for you to complete an assignment by a specific date or within a specific time frame.</p> <p>Notes:</p>	<p>The ability to meet and follow-through on commitments, to complete a high quality task or assignment within a specified time frame.</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="3">Question Rating:</td> </tr> <tr> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>	Question Rating:			Low	Moderate	High
Question Rating:							
Low	Moderate	High					
<p><b>Learning Approach</b> Give an example of how you remain up-to-date with respect to new developments in business and technology that affect your job.</p> <p>Notes:</p>	<p>Evidence of being willing to acquire knowledge specific to your industry and company in order to be more effective in performing the job.</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="3">Question Rating:</td> </tr> <tr> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>	Question Rating:			Low	Moderate	High
Question Rating:							
Low	Moderate	High					
<b>Employment Fit Rating</b>							
<p>Clear issues or concerns that may present management challenges regardless of coaching and development.</p>	<p>Some potential management challenges that could be overcome through coaching and development.</p>	<p>Candidate would be easy to manage based on an ability to handle stress, dependability, and a willingness to learn.</p>					



**Part 2 - Interview (Job Fit)**

Questions about Job Fit focus on Mr. Poole's ability to perform in the job. The questions are derived from the Assessment Report - Job Fit.

Scale - Question	What to look for						
Notes:	<p>Demonstrate that he/she can accept feedback from others</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="3">Question Rating:</td> </tr> <tr> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>	Question Rating:			Low	Moderate	High
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Question Rating:							
Low	Moderate	High					
Notes:	<p>Show that he/she could execute a team based decision which they didn't necessarily agree with. Demonstrate their willingness to be a team player</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="3">Question Rating:</td> </tr> <tr> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>	Question Rating:			Low	Moderate	High
Question Rating:							
Low	Moderate	High					
Notes:	<p>Demonstrate that he/she can follow standard process</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="3">Question Rating:</td> </tr> <tr> <td>Low</td> <td>Moderate</td> <td>High</td> </tr> </table>	Question Rating:			Low	Moderate	High
Question Rating:							
Low	Moderate	High					
Job Fit Rating							
Poor or missing examples of successful performance of the job.	Some positive examples associated with the successful performance of the job.						
	Specific, positive examples in each of the areas associated with successful performance of the job.						



**Part 3 - Interview (Organization Fit)**

Questions about Organization Fit focus on Sam Poole's fit with the values and culture of the organization. The questions are derived from the Assessment Report - Organization Fit.

Scale - Question	What to look for
Notes:	Question Rating: Low      Moderate      High
Notes:	Question Rating: Low      Moderate      High
Notes:	Look for signs that he/she was a good team player Question Rating: Low      Moderate      High
Notes:	Question Rating: Low      Moderate      High
Organization Fit Rating	
Poor or missing examples of successful performance of the job.	Some positive examples associated with the successful performance of the job.
	Specific, positive examples in each of the areas associated with successful performance of the job.



**Part 3 - Interview (Position Fit)**

Use this part of the interview guide to ask questions that are specific to the requirements of an open position. These questions can range from specific requirements unique to a particular unit of the organization to technical skills that are needed to perform the basic function of the job.

<b>QUESTION:</b>		
<b>QUESTION:</b>		
<b>QUESTION:</b>		
<b>QUESTION:</b>		
<b>Position Fit Rating</b>		
Poor or missing examples of behavior associated with position fit.	Some positive examples of behavior associated with position fit.	Specific, positive examples of behavior associated with position fit.



**Section IV – Overall Evaluation for Sam Poole**

Part 4 is designed to evaluate the candidate's probability of success in the open position. Complete steps A, B, and C to reach a final hiring decision.

**A. Review of the interview results**

Transfer your ratings from Section III to the table below by placing an (X) in the appropriate box and note any comments you have on the candidate's performance.

Interview Area	Low	Moderate	High	Comments
Employment Fit				
Job Fit				
Organization Fit				
Position Fit				

Based on your interview ratings, evaluate the candidate's overall probability of success.

Probability of Success (Interview)	
___ 1= Low	Several areas of fit are low and indicate concern regarding the candidate's probability of success.
___ 2= Moderate	Most areas of fit are moderate to high with only minor concerns regarding the candidate's probability of success.
___ 3= High	Moderate to high fit across all areas indicate that the candidate has a high probability of success.



**B. Review of the assessment results**

Below is the assessment rating the candidate received indicating the probability of success in the position.

<b>Probability of Success (Assessment)</b>	
___ 1= Low	The candidate was outside the ranges on key scales indicating a low probability of success.
<u>X</u> 3= Moderate	The candidate was inside the range on key scales, indicating a moderate probability of success.
___ 5= High	The candidate was inside virtually all ranges on key scales indicating a high probability of success.

**C. Hiring Decision**

Considering all the information you have on this candidate (resume, training and experience, assessment results, interview results), how would you rate this candidate in comparison to other candidates you have seen for this position (or other similar positions)?

<b>Comparing Candidates</b>		
___ 1= Low	One of the worst candidates that I have seen. Would lower our standards.	
___ 2= Moderate	An acceptable candidate.	
___ 3= High	One of the best candidates I've seen. Would raise our standards.	
<b>Considering all of the information, will you offer this candidate the position?</b>		___ YES    ___ NO
<b>Provide an overall rationale for your rating.</b>		

Sam Poole's BASIS Employment Assessment Report is complete.