

PROFILES

# Step One

SURVEY



## *CANADIAN*

### *Confidential Report*

**Patti Sample**

Wednesday, May 7, 2003

**LMI's Center for Effective Organizations**

1506 Tiffany Park Circle, Suite 101

Santa Maria, CA 93455-4541

U.S 1-805-934-5956

[info@assessments.biz](mailto:info@assessments.biz)

[www.assessments.biz](http://www.assessments.biz)

## **SOS REPORT**

These results shall not be construed as a recommendation to hire/not hire this individual in a pre-employment situation. The administrator must check previous work records, job skills required, current status, and personal references. The scoring mechanism utilized to produce this report does not measure political opinions or whether an individual has a tendency to commit violent acts, has any type of psychotic condition, or is sexually deviant, and can not be used for purposes of identifying political views or predicting these types of behaviors/conditions.

The Distortion Scale deals with how candid and frank the respondent was while taking this assessment. The range for this scale is 1 to 9, with higher scores suggesting greater candor.

The Distortion Scale score on this assessment is 9

**Section I**

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- (1) Ms. Sample has never applied for a position at this company.
  - (2) Ms. Sample is working now but her job doesn't pay enough.
  - (3) Ms. Sample has been working in her present position (or worked at her last position) for between six and eleven months.
  - (5) Ms. Sample reports that her most recent monthly salary has been between \$1251 and \$1700.
  - (6) Patti states she will be ready to go to work next week.
  - (8) Ms. Sample states she did not open (or close) at her present (or last) work location.
  - (11) Patti states she could go back to work for her previous employer if a position was open.
  - (13) Patti has not taken any unauthorized days off work in the past year.
  - (14) Patti has been late to work 1 to 3 times in the past year.
  - (15) Ms. Sample states her supervisor "sometimes" allowed her to complete and forward work without the supervisor's final approval.
  - (16) Ms. Sample states she would have no problem working overtime if requested, even on a moment's notice.
  - (17) Ms. Sample feels her supervisor on her present (or last) job will rate her performance as good.
  - (18) Ms. Sample's opinion is that dress and appearance are important in the work environment.
  - (19) Patti has NOT supervised the work of others in any previous positions.
  - (20) In the past, when Ms. Sample had problems with her supervisor, she thought it was best to not say anything and keep working.
  - (22) Patti NEEDS TO IMPROVE IN AREAS NOT LISTED IN ANY OF THE QUESTIONS.
  - (23) Ms. Sample considers herself "the best" at what she does at work.
  - (24) Ms. Sample states she has moved her residence 1 time in the past 5 years.
  - (25) Ms. Sample would NOT be willing to take a part time position, she needs full-time work.
  - (27) Ms. Sample states the chances are "VERY LOW" that she will be moving out of the area within a year.
  - (29) Patti states she left her last position for personal reasons.

**Section I**

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**VERBAL INTERVIEW SUGGESTIONS**

Before asking the applicant these questions...

Government regulations and guidelines restrict the interviewer from making inquiries which are not job related. The interviewer must avoid questions about a person's lifestyle (like sexual orientation or marital status, alcohol or drug use). Note there are no suggested verbal interview questions to expand the applicant's response. The answer could reveal absences due to medical conditions protected by regulations and guidelines. Therefore, it is best for the interviewer not to inquire about reasons for absences.

- (2) How did you come to the decision that you are being underpaid?
- (3) You haven't worked at your present position very long. Do you usually start looking for other work after only such a short time on the job?
- (5) What do you expect to get paid for the position you are applying for?
- (6) What is keeping you from going to work in this new position today or tomorrow?
- (14) You stated you were late to work 1 to 3 times in the last year. How can we be confident that if you are hired you will show up to work on time every day?
- (15) Tell me how you won the trust of your supervisor to a point he/she would let you complete or forward work without final approval.
- (18) Tell me more about your feelings concerning dress and appearance in the work place.
- (20) You stated that when you had a problem with a supervisor you kept your thoughts to yourself and kept working. Give me more details.
- (22) You indicated some other area that you need to improve as an employee. What do you need to improve?
- (23) You state that you are "the best" at what you do. What makes you so good?
- (29) Explain your personal reasons for leaving your last or present position.

**Section II**

**Integrity**

**5**

- (41) According to Patti, THERE ARE GOOD REASONS TO STEAL FROM OTHERS.
- (54) As long as she INTENDS to bring them back, Ms. Sample feels it MAY BE OKAY to borrow tools from work.

**Reliability**

**6**

- (72) Ms. Sample feels it's okay to take off early from work if all her work is finished.

**Work Ethic**

**7**

- (42) Doing too good a job will just get her more work than everyone else, according to Ms. Sample.

**Section II**

The data from Section II is summarized in the table below. Please note that the higher the attained score on each scale, the more favorable the results for that scale.

<b>SCALE</b>	Low								High
<p><b>Integrity</b> Adherence to moral and ethical principles acceptable in the workplace</p>	①	②	③	④	<b>⑤</b>	⑥	⑦	⑧	⑨
<p><b>Reliability</b> Attitudes towards tardiness and personal dependability deemed acceptable in the workplace</p>	①	②	③	④	⑤	<b>⑥</b>	⑦	⑧	⑨
<p><b>Work Ethic</b> Belief in the value of work and supervisory relationships acceptable in the workplace</p>	①	②	③	④	⑤	⑥	<b>⑦</b>	⑧	⑨

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