

PROFILES

Step One

SURVEY



Confidential Report

John Sample

Saturday, December 29, 2001

LMI's Center for Effective Organizations

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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. Where safety of other workers or the public is of concern, a drug test should be administered, criminal background checks obtained, and a physical should be administered by a qualified physician. 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

- (1) Mr. Sample has never applied for a position at this company.
- (2) Mr. Sample is working now but his job doesn't pay enough.
- (3) Mr. Sample has been working in his present position (or worked at his last position) for over three years.
- (5) Mr. Sample reports that his most recent monthly salary has been between \$1251 and \$1700.
- (6) Mr. Sample states he will be ready to go to work in two weeks.
- (7) Mr. Sample states he has observed customers shoplifting at his present (or a previous) employment.
- (12) John states he could go back to work for his previous employer if a position was open.
- (15) Mr. Sample HAS TAKEN 4 TO 6 UNAUTHORIZED DAYS OFF IN THE PAST YEAR.
- (16) Mr. Sample states in his opinion, employers should be concerned about illegal drug use in the workplace.
- (17) John has been late to work 1 to 3 times in the past year.
- (18) John ESTIMATES THE VALUE OF ALL THE THINGS HE HAS STOLEN IS UNDER \$100.
- (20) Mr. Sample states his supervisor "sometimes" allowed him to complete and forward work without the supervisor's final approval.
- (21) Mr. Sample states he would have no problem working overtime if requested, even on a moment's notice.
- (22) It would not bother John to work for a woman supervisor.
- (24) Mr. Sample feels his supervisor on his present (or last) job will rate his performance as good.
- (25) Mr. Sample's opinion is that dress and appearance are important in the work environment.
- (26) Mr. Sample has supervised the work of others in previous positions.
- (28) Mr. Sample sees no problem taking a drug test for illegal drugs if it is company policy.
- (29) In the past, when John had problems with his supervisor, he just ignored the problem and did his work.
- (31) Mr. Sample ESTIMATES THE MONEY HE HAS LOST GAMBLING IS UNDER \$100.
- (32) John NEEDS TO IMPROVE IN AREAS NOT LISTED IN ANY OF THE QUESTIONS.
- (34) Mr. Sample doesn't consider himself "the best" at what he does at work.
- (35) Mr. Sample states he has moved his residence 1 time in the past 5 years.
- (36) Mr. Sample feels men and women working together sometimes cause problems in the workplace.
- (37) Mr. Sample would NOT be willing to take a part time position, he needs full-time work.
- (38) Mr. Sample feels that "casual" use of illegal substances on weekends DOESN'T affect a person's performance on the job during the work week.
- (40) Mr. Sample states the chances are "VERY LOW" that he will be moving out of the area within a year.
- (41) John has worked for another company in the same type position he is applying for at this company.
- (43) John states he left his last position for personal reasons.

Section I

(44) John's present or previous job required filling out (or completing) detailed reports.

Section I

VERBAL INTERVIEW SUGGESTIONS

Before asking the applicant these questions...

The Equal Employment Opportunity Commission's Title VII provisions 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). The Americans with Disabilities Act restricts the interviewer from asking questions about past alcohol or drug use. Inquire only about current alcohol or drug use. Example: "Do you presently use illegal drugs," NOT "have you ever used illegal drugs". Question 15 asks the applicant how many days work he/she has missed in the past year. 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 the ADA. 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 have been working in your present position for quite some time. It must have been a hard decision to decide to look for another job. Can you explain the process you went through to make that decision?
- (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?
- (7) When you saw someone shoplifting where you worked, what did you do about it?
- (17) 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?
- (18) Give me an idea of the type of things you have stolen in the past.
- (20) 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.
- (25) Tell me more about your feelings concerning dress and appearance in the work place.
- (26) Tell me about your supervisory experience.
- (29) You stated that when you had a problem with a supervisor you just ignored the situation and kept working. Give me more details.
- (31) Tell me about the type of gambling you do. Do you gamble at work?
- (32) You indicated some other area that you need to improve as an employee. What do you need to improve?
- (34) You state that you are NOT "the best" at what you do. What could you improve to make you "the best".
- (36) What problems are caused by having men and women work together in the workplace?
- (38) You state that "casual" use of drugs on a weekend doesn't really affect a person during the work week. Let's discuss your attitude toward illegal drug use.
- (41) You state you held a position similar to the one you are applying for with our company. What did you like and dislike about that job?
- (43) Explain your personal reasons for leaving your last or present position.
- (44) What kind of detailed reports do you have to fill out at your present (or last) employer?

Section II**Integrity****4**

- (74) As long as he INTENDS to bring them back, Mr. Sample feels it MAY BE OKAY to borrow tools from work.
- (80) Mr. Sample states he is NOT SURE IF BUYING STOLEN GOODS MAKES HIM A THIEF.
- (90) John ISN'T SURE IF EMPLOYERS EXPECT THEIR WORKERS TO STEAL FROM THEM, BECAUSE IT'S HUMAN NATURE.
- (118) It wouldn't bother Mr. Sample to work with other employees who were stealing from the company.

Substance Abuse**4**

- (71) According to Mr. Sample, using "SPEED" to do a better job MAY BE OKAY.
- (79) Mr. Sample was UNCERTAIN when asked if SELLING drugs IS AS BAD as USING them.
- (115) SMOKING MARIJUANA JUST ON WEEKENDS IS PROBABLY OKAY, ACCORDING TO Mr. Sample.

Reliability**4**

- (77) Working through his lunch break means he can go home early, according to John.
- (93) Mr. Sample states it would be okay to come back late from lunch if he finished all his work on time.
- (124) Mr. Sample doesn't feel that arriving 5 minutes after starting time means he is late to work.

Work Ethic**5**

- (58) Doing too good a job will just get him more work than everyone else, according to Mr. Sample.
- (86) Mr. Sample believes that supervisors "enjoy" hassling their workers.
- (110) Mr. Sample agrees that in a work situation it is best not to trust anyone.

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.

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

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