



Candidate Information

Candidate : Sample Candidate

Email : Candidate_email@mail.com

Assessment Profile:

Project Name: Retail Sales Associate - Entry Level Sales

Completion Date:

Disclaimer :

Information enclosed on these pages is confidential in nature and is intended only for the person(s) to whom it pertains or other authorized individuals. You must not rely on the information in the report as an alternative to certain advice from an appropriately qualified professional. If you have any specific questions about any specific matter you should consult an appropriately qualified professional.

Entry Level Sales


Instructions





This report is designed to give you information about your relative strengths and weaknesses on the competencies known to be important for success in this type of job. In addition, the report provides valuable on-the-job tips and suggestions to help you excel in the workplace.





The score that you receive describes how your responses compared against our database of responses consisting of your peers. The assessment that you have taken has been scientifically validated by up to 30 years of statistical data collection and analysis. People who score higher on the dimensions tend to perform better on the job in the key areas outlined in the report.



The developmental tips that you receive are intended to help you improve your skills for each specific competency. All of us, regardless of our scores, can improve our job performance by following appropriate developmental solutions and strategically focusing on areas that may require improvement. A commitment to personal improvement signifies initiative and developmental planning, both of which are important to job performance. Try using this feedback to formulate specific development plans that relate to your work goals and objectives. Don't try to do everything at once, as personal development does not happen overnight. If you score in the 'Red Zone', this may be an area where you want to focus your developmental efforts. Even if you score well it is still important for you to use the developmental tips to leverage your strength in this competency.

Details

Sales Focus	This is a measure of the attributes related to success in sales jobs. Sales Focus is characterized by: persistence for overcoming obstacles in order to close a sale, desire to pursue aggressive goals and achieve results, and high levels of energy and stamina even after a hard refusal/rejection.
	You may be likely to avoid difficult work or give up more quickly than others when you are faced with obstacles in trying to make a sale.

Understands others	This measures the extent to which the candidate observes and analyzes behavior to understand others' reactions and perspectives.
	<p>You are likely to try and understand the behavior of others and show some awareness of others' points of view.</p> <ul style="list-style-type: none"> • When interacting with someone else in a difficult situation, pay close attention to the behaviors they display. Think about how the situation the person is facing is leading to their behavior. Show you understand by listening to what they have to say. • When you are trying to understand another's behavior, try to think of a similar situation in the past that you've experienced and how you reacted. If you are struggling to come up with a similar experience, it's okay to just listen and say you are trying to understand.
Listens effectively	This measures the extent to which the candidate listens patiently and attentively.
	<p>You are likely to show interest and attention to what others say without interruption. You wait for others to finish speaking before forming an opinion.</p> <ul style="list-style-type: none"> • Reflect on your ability to listen to others. Perhaps assess yourself by listening to a podcast and writing down everything that you can remember after listening to it. Play back the podcast to check the information that you remembered or forgot. Think about how you can use your listening skill by listening more attentively to others in your everyday life. • Resist the temptation to always try to fix problems that other people communicate. Sometimes people complain as a way to vent, and just want someone to listen. They don't necessarily want someone to fix the problem. Sometimes the best thing you can do is just listen.
Maintains good working relationships	This measures the extent to which the candidate puts effort into developing good relationships with others.
	<p>You are more likely to place a priority on your working relationships and put effort into maintaining these relationships over time.</p> <ul style="list-style-type: none"> • Think of an individual who may be difficult to get along with. Try to establish a relationship with this person. As you develop your relationship, reflect on what helped you establish a connection and the different ways you reacted to the other person's behavior. • Think about your most productive relationships, ones where everyone is benefiting greatly from them. Consider what makes them work so well. Make an effort to use what you've learned from your current relationships to develop similar relationships with a more diverse group of people.
Creates a positive impression	This measures the extent to which the candidate manages own behavior to create a positive impression.
	<p>You are likely to make a good first impression and appear professional at all times.</p> <ul style="list-style-type: none"> • In your efforts to make a good impression, be careful not to overpromise. Be clear on what you can and cannot deliver. Take stock of your limitations. Make sure you do not commit to things you and/or others may not be able to deliver. • Make sure to have the difficult conversations, if necessary. Sometimes we have to deliver bad news to people. Maintain respect for yourself and for the other person when doing so. Be honest and respectful, and even if they become angry, keep your composure.

Persuades others	This measures the extent to which the candidate considers, adapts and applies different strategies in order to convince others to change their opinion or behavior.
	<p>You are likely to be very comfortable and successful in utilizing different strategies for persuading other people to alter their opinion or behavior.</p> <ul style="list-style-type: none"> • Know the main points you want and need to make. Distill your message to cover only these main points, then include supporting materials relevant to these main points. Avoid adding extra information/material that may detract from your message. • Make an effort to understand what is important to the people with whom you are trying to build influence. In addition to understanding their role and background, you need to know what concerns them and what persuades them to take action.
Generates new ideas	This measures the extent to which the candidate creates innovative approaches.
	<p>You can be expected to continuously offer original ideas and perspectives without being prompted to do so.</p> <ul style="list-style-type: none"> • Arrange a meeting with you colleagues to brainstorm new ways to complete common work tasks. Start the brainstorming and provide some new ideas you would like to share with the team. Do not criticize or evaluate ideas at first, instead encourage the flow of as many ideas as possible. • Continuously evaluate you and your team's approaches to solving issues even if they are currently effective. Think of creative methods to use in place of these to improve the issue solving process or the outcomes of these solutions. Have your team assist in evaluating the new methods you create. Though many ideas may not be implemented, persist in your evaluations and brainstorming.
Copes with uncertainty	This measures the extent to which the candidate is productive when roles and situations are not clearly defined.
	<p>You are likely to deal confidently with ambiguity and maintain productivity when clear direction is not available.</p> <ul style="list-style-type: none"> • Some people excel at being productive at work even when things are uncertain. If you are one of those people, you can be a natural role model to others who struggle during times of uncertainty. Sometimes just having a co-worker who can provide the stability that is missing from the environment can calm nerves and help to refocus efforts back to the work at hand. • Although you may have good coping skills for dealing with uncertainty most of the time, you may nonetheless feel stress during times of significant change. Focus on taking care of the areas of your life not associated with your job. List your resources outside of work that help you feel centered during these times.
Thrives under pressure	This measures the extent to which the candidate keeps things in perspective and stays calm and focused when under pressure.
	<p>You may find it easy to stay productive when work pressures increase.</p> <ul style="list-style-type: none"> • Vent outside the company in private. When feeling under pressure at work, look outside your company for support, especially during extended periods of stress. Talking with close, non-work friends or family members will give you a chance to vent your feelings and ask for their help as needed. • Know your limits. Even if you are very good at handling pressure and riding through difficult situations with ease, know that everyone has a breaking point. Stay aware of those times you may be reaching the edge and pull back a little to conserve your energy and momentum without getting burned out.

Controls emotions	This measures the extent to which the candidate keeps negative emotions under control.
	<p>You will likely be challenged by difficult situations and may at times have to work hard to hide your reactions.</p> <ul style="list-style-type: none">• Consider what strategies you use to manage your emotions. For example, if someone has said something which has made you angry, take an internal time-out. Internally count to 10 before you respond. Take time to gather your thoughts and express yourself without displaying your emotions.• In order to develop skills in managing emotions, next time you are faced with a challenging situation, think of how you can turn around the situation rather than just accepting that bad things happen. Assume that you have some control over the situation and think of things you can do to turn it into a positive outcome.
Strives to achieve	This measures the extent to which the candidate sets demanding goals and makes a determined effort to meet or exceed them.
	<p>You are likely to set goals that are somewhat demanding but still achievable and you put in good effort to complete them.</p> <ul style="list-style-type: none">• After clarifying goals and identifying challenges, focus on execution of your work. Make sure you have time to achieve your more difficult goals. Put some time in your schedule to tackle the most difficult goals.• Try to increase the number of challenging goals you set for yourself rather than playing it safe. Identifying challenging goals will show other people that you are committed to your role and interested in progressing your career.