



Candidate Information

Candidate : Sample candidate

Email : candidate_email@mail.com

Assessment Profile:

Project Name: Business Analyst - Professional 7.0

Completion Date: 01-25-2019

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.

Professional 7.0



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

Professional Potential	<p>This component measures the tendency to have potential for professional success across industry type and functional area. This is characterized by scores that are derived from responses to questions regarding academic and social background, and aspirations concerning work.</p>
	<p>Your response profile concerning past achievements, social orientation, and work orientation is highly similar to the profiles of highly effective professionals. The good match between the profiles suggests that you are likely to be successful in a professional position.</p> <ul style="list-style-type: none"> • Look for opportunities to train others and seek feedback on your training style and effectiveness. • Learn as much as you can about the people you work with and how they can best contribute to projects you are involved in. • Set difficult goals for yourself and reward yourself when you achieve them. • Talk about the success of others and tell people about the role others have played in your success. • Strive for cooperation rather than competition with your co-workers.
Achievement	<p>This component measures the tendency to set and accomplish challenging goals, while persisting in the face of significant obstacles. This trait is characterized by: working hard; taking satisfaction and pride in producing high-quality work; and being competitive.</p>
	<p>You are likely to be motivated by pursuing challenging goals, and you are not deterred by obstacles or time pressure. You tend to approach your work with more intensity than others and you are often very competitive. You are motivated to seek numerous opportunities for achievement and you thrive on being recognized for your hard work and accomplishments.</p> <ul style="list-style-type: none"> • Avoid moving on to new challenges without taking the time to first celebrate accomplishments. Use these times of celebration to encourage yourself and those around you. • Make sure you understand the expectations of key stakeholders prior to launching major initiatives. Seek clarification as needed to be sure your results match those sought by your organization. • Keep notes of what went right and wrong during projects. Upon completion, review what went wrong and consider alternative approaches. Devote specific time to reviewing these alternatives prior to launching similar projects. • Make sure your accomplishments do not overshadow the efforts of contributing team members. While others may not share your drive for achievement, it is important that you allow them to share in celebrating success. • Draw a connection between your goals and the mission of the organization. Develop specific steps that contribute to these goals and communicate the linkages to those around you. Allow others to see how incremental efforts impact the big picture. • Make a list of your accomplishments and review weekly. Take note of how these successes impact the organization. Use this information to motivate yourself to reach even higher performance. • When approaching time-sensitive work, set completion dates that allow you to accomplish goals early with time for sufficient quality assurance efforts. Allow yourself time to strive for excellence even under time pressure. • When confronted by major obstacles, consider how much effort is required to produce desired results. Avoid the temptation to commit more resources than are appropriate given the project's importance. When in doubt, seek guidance from your superiors to ensure proper alignment.

<p>Willingness to Learn</p>	<p>This component measures the tendency to learn from experience. This trait is characterized by: being open to new experiences, seeking both positive and negative feedback, looking back on past experiences and considering alternate courses of action, and finding patterns and order in complex information.</p>
	<p>You are very open to change and exhibit a mindset of continuous improvement. You actively seek out feedback, appreciate receiving it, and consider it carefully. You learn from your experiences and are unlikely to make the same mistakes twice. You don't get discouraged by setbacks, but rather see them as opportunities to learn and improve your performance. When faced with new or complex information, you immediately look for patterns that will help you understand and relate it to more familiar information.</p> <ul style="list-style-type: none"> • Set aside time to continuously anticipate potential setbacks in your work. Leverage what you've learned from past experiences to avoid or proactively address them. • Foster a culture of continuous feedback in your workplace. Create an environment where others feel comfortable both giving and receiving feedback. • Help a colleague interpret others' feedback objectively and use it to improve his/her performance. • In your efforts to try new things, be careful that you don't lose sight of the routine habits that contribute to your success. Try to incorporate these behaviors into new approaches to solve problems at work. • When presenting complex information to someone else, facilitate connections by relating the information to something more familiar to help your audience understand the new information. • The next time you are faced with a problem, brainstorm new solutions before you begin addressing it. Think outside the box and don't feel constrained by the way things are usually done. Reflect on what has been successful in similar situations in the past, but challenge yourself to test out an approach that could be even more effective.
<p>Responsibility</p>	<p>This component measures the tendency of a person's responsibility for his/her own actions and a commitment to performing assigned tasks. This trait is characterized by: reliability; proactive involvement in work; and a dedication to complete even the most mundane tasks.</p>
	<p>You are the type of person who plans and prioritizes tasks in order to accomplish your work on time and according to expectations. When assigned boring or routine tasks, you focus on your work with the same diligence as you do for more exciting projects. You plan carefully and adhere to expectations in accomplishing even the most challenging work. People can count on you to complete your work and to accept responsibility when things go wrong.</p> <ul style="list-style-type: none"> • Talk with your manager about your willingness to take on challenging assignments and your desire to expand your career. Indicate your interests and ideas, and discuss possible action steps. • Evaluate your existing responsibilities prior to taking on new obligations. You may become so enthusiastic about a new challenge that you take on more than you can handle. As you take on additional assignments, make sure that you can still manage your current job responsibilities without sacrificing your reliability. • As your colleagues make plans for important projects, consider how you might offer support in the planning and coordinating of key tasks. Your tendency to plan carefully and to focus on maintaining reliability may help others who might otherwise fail to appreciate certain pitfalls. • As you work to accomplish tasks, your strong desire to meet your obligations in a timely manner may cause you to overlook opportunities for change. Balance your goal of finishing on time and on budget, with a focus on continual improvement. You may stumble upon an improvement opportunity that would have otherwise gone unnoticed. • When you approach a task, you may tend to make plans and then aggressively work toward completion. Take time to consider the key assumptions that support your plans and then evaluate the accuracy and reliability of these assumptions. Adjust your plans accordingly to maintain the performance you expect.

Maintains good working relationships*	This measures the extent to which the candidate puts effort into developing good relationships with others.
	You are likely to put effort into developing good work relationships and act in ways that will strengthen work relationships.
Analyzes Information*	This measures the extent to which the candidate identifies key factors and integrates information to understand data or situations.
	You are likely to be willing to work on tasks that involve analyzing, integrating information and identifying solutions.
Learns quickly*	This measures the extent to which the candidate picks up new information and techniques easily.
	You are likely to absorb and understand new information.
Generates new ideas*	This measures the extent to which the candidate creates innovative approaches.
	You are likely to suggest some novel and imaginative ideas when presented the opportunity to do so.
Uses time efficiently*	This measures the extent to which the candidate manages own time and delivers work on schedule.
	You are likely to work quickly and efficiently and can be relied upon to complete projects on time.
Works to high quality standards*	This measures the extent to which the candidate completes every task with a high degree of quality.
	You are likely to complete tasks with a high degree of quality.
Adapts to change*	This measures the extent to which the candidate accepts and adapts to changes without difficulty.
	You are likely to adapt your approach in light of changing demands, but may hesitate when faced with a bigger change.
Copes with uncertainty*	This measures the extent to which the candidate is productive when roles and situations are not clearly defined.
	You are likely to deal confidently with ambiguity and maintain productivity when clear direction is not available.