WORK PERSONALITY INDEX

SELECT

John Sample

Psychometrics

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About this Report

The Work Personality Index® assessment describes key features of a candidate's personal style that influence their approach to tasks, ways of interacting with people, and performance at work. This assessment measures 21 traits that provide a comprehensive overview of work personality.

The Work Personality Index Select Report is designed as a tool for evaluating a candidate's potential fit into a role. The focus of the report is on personal characteristics and behaviors that influence how this individual will perform in a work setting, and the report contains information about the strengths and weaknesses that can emerge due to their preferences. It contains interpretive notes that can be useful for improving job fit.

Keep in mind that higher scores do not mean a better fit for the role you are evaluating. Human characteristics can be either strength or weakness depending on the situation: An asset in one setting can be a challenge in another. Everyone has their strengths and areas that may require improvement. Please review the detailed interpretation for each scale and consider the needs of the role before drawing any conclusions.

Keep these questions in mind as you are reviewing the results:

- What are the demands of the role?
- What traits will help make a candidate successful in the role?
- For each trait: Is this candidate's preference a good fit for the role?
- How will the candidate need to adjust or adapt? Will the required changes be far outside of their preferences? ?
- Overall, does it seem like this candidate will fit into the role and the organizational culture?

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WORK PERSONALITY INDEX | **SELECT**

Energy and Drive

Energy



Ambition



Leadership



Social Confidence



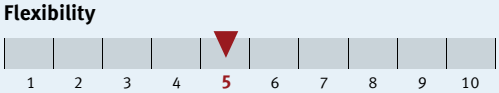
Persuasion



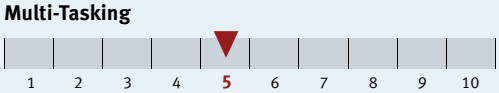
Initiative



Flexibility

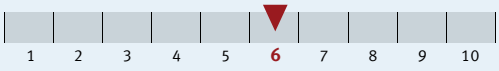


Multi-Tasking



Working with Others

Outgoing



Teamwork



Concern for Others



Democratic



Work Style

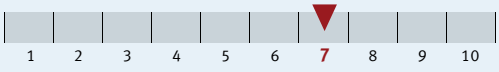
Dependability



Persistence



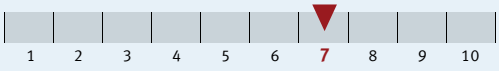
Rule-Following



Attention to Detail



Planning



Problem Solving Style

Innovation

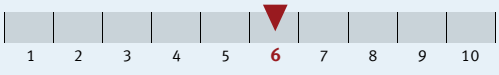


Analytical Thinking

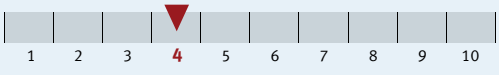


Dealing with Pressure and Stress

Self-Control



Stress Tolerance



Special Scales

Managerial and Leadership Potential



Sales Potential



PROFILE VALIDITY The candidate's responses to the questionnaire follow a typical pattern.

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Energy and Drive

Energy



Has an average level of energy
Prefers a balance of demanding tasks and those that can be completed at a steady pace
Enjoys some challenges at work, but can get worn down if these challenges are extensive or frequent
Will require some straightforward tasks and work that does not require a high level of energy

Ambition



Is somewhat easygoing; not intently focused on career advancement
Will not strive to outperform or surpass other people
Is more collaborative than competitive
Prefers work that is straightforward; is worn down by frequently challenging situations
Finds happiness in their current situation and does not feel the need to move up the corporate ladder
Will likely be effective in occupations that have undemanding job responsibilities and few opportunities for promotion

Leadership



Tends to avoid positions of authority and is highly unlikely to take charge of people or tasks
Dislikes telling people what to do, and is much happier letting others lead
When placed in charge, will not exert much pressure on people
Leadership style will rely exclusively upon collaboration rather than direction
Works most effectively in positions where others consistently assume the leadership role
Very comfortable operating in the background
Does not try to exert control and influence over things

Social Confidence



Reports an average level of social-confidence
Is comfortable in most social situations
Enjoys attention some of the time but appreciates opportunities to remain in the background
Is confident in social interactions with people they are familiar with but may feel less comfortable with a large group of strangers
Confident and poised in situations they are familiar with

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Energy and Drive

Persuasion



Reports an average level of persuasion
Enjoys influencing people some of the time
Is somewhat comfortable engaging in negotiations or bargaining
May find it difficult trying to change the opinions or perspectives of others if they are not fully committed to the idea
Unlikely to be attracted to sales positions unless they truly believe in the product or service

Initiative



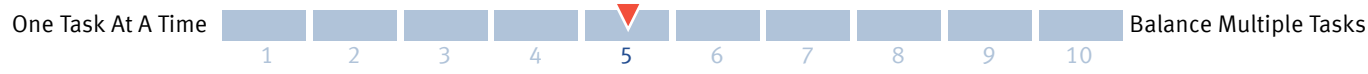
Enjoys very consistent and stable job responsibilities
Likely to be most effective in occupations where the content of the work rarely changes
Shows very little interest in identifying and tackling new challenges
Prefers to let others take initiative
Will start new projects only with help and direction from others
Tends to take a cautious approach, seeking out guidance from others, before taking initiative. As a result, any enterprise is likely to be thoroughly planned and slowly implemented

Flexibility



Has an average level of flexibility
Enjoys a balance of variety and routine at work
Values having some stability and predictability at work; prefers change that occurs at a slower pace
Unlikely to make changes for the sake of change, and would rather make minor adjustments only when it makes good sense to do so
Will be uncomfortable with both frequent change and extensive routine

Multi-Tasking



Reports an average level of multi-tasking
Feels effective when they have more than one task to complete but may feel overwhelmed when dealing with too many
Can work well when they have a number of tasks to complete
Sometimes enjoy being given a new task before finishing another, but will tend to prefer to complete the task at hand before starting another
Somewhat effective in juggling multiple demands

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Working with Others

Outgoing



Preference for interacting with others and meeting new people is very similar to that of most individuals

Feels at ease in most social situations, likes meeting people, and may come across as warm and friendly, but also values some time alone

May find too much social interaction tiring but a lack of social interaction may also lead to feelings of detachment

Prefers work that provides a balance of extraverted and introverted tasks

Teamwork



Reports a below average level of teamwork

Prefers to work alone, believing this is when the best work is done

Feels less effective when working in groups

Is comfortable working independently for extended periods of time

Will work more effectively with small teams than large groups

Concern for Others



Is very reluctant to get personally involved in others' problems

Tends to be very selective with sympathy and support

Tough-minded and task-focused

Feels more comfortable maintaining personal detachment from co-workers

Doesn't pay much attention to people's emotions and feelings

May be described as by others as insensitive

Can make unpopular decisions and take unpopular stands

Democratic



Prefers to consult others when making decisions

Enjoys collaborating with others and willingly accepts suggestions

Seeks out advice when making decisions

Looks to others for supervision and guidance

May be uncomfortable making decisions independently

Works well in settings where decisions are made through discussion and consensus

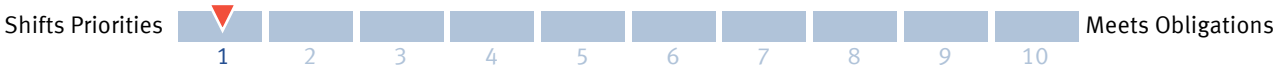
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Work Style

Dependability



Reports a low level of dependability
Sees deadlines as flexible
Is very willing to shift priorities, move deadlines, and leave work unfinished
Is likely to be seen as somewhat unreliable by others
May not finish everything they start

Persistence



Reports a below average level of persistence
Prefers work that can be completed quickly and with relative ease
Tends to dislike tasks that require overcoming major obstacles and may give up on projects when things become very difficult
May leave work unfinished, preferring to return to it after taking a break
Dislikes work that has a lot of complications and challenges

Attention to Detail



Reports a below average level of attention to detail
Prefers tasks that do not require working with highly detailed information
Naturally focuses on the big picture and broad priorities, leaving the checking of details to others
Is comfortable completing tasks without specific guidelines or procedures
Willing to cut corners when tasks need to be completed quickly
May appear careless and disorganized to others
Works best in positions where the use of detailed information is kept to a minimum, preferring roles that allow a focus on the bigger issues

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Work Style

Rule-Following



Prefers to stick closely to rules and regulations
Enjoys having guidelines and clear expectations and instructions
Does things by the book, even when it is inconvenient
Is comfortable using standard operating procedures and well-established approaches
May struggle working on tasks when given ambiguous or overly broad instructions
Unwilling to bend procedures in order to get work done

Planning



Feels at ease with structured and detailed plans
Believes efficient work routines need long-term plans
Enjoys making detailed plans before starting most projects
Enjoys planning and thinking about the future in a structured way
May find it difficult to adjust plans as a situation evolves
May find it difficult to begin a task without a detailed plan, when time is limited or when they must act immediately

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Problem Solving Style

Innovation



Reports a low level of innovation
Avoids unconventional ideas, preferring to use and build upon established methods
Is likely to come up with practical ideas that bring about incremental change
Sees self as very pragmatic, and focuses on grounded, traditional pursuits
Reports being less creative and original than most people, showing a greater appreciation for proven procedures rather than new ones
Is wary of new approaches and ideas

Analytical Thinking



Enjoys critically analyzing information
Is comfortable discussing abstract matters
Tends to be analytical, logical and theoretical
Is deliberate and logical, taking time to think things through
Likes to search for themes and patterns in data
Seeks to understand things in-depth

Dealing with Pressure and Stress

Self-Control



Reports an average level of self-control
Similar to most people, is relatively calm and easy going, but may get upset when things go wrong
Generally able to conceal emotional reactions that are likely to be interpreted negatively by others
May express some negative feelings and emotions when under pressure

Stress Tolerance



Tends to be less relaxed about things in general
Gets stressed more easily than most
Prefers work environments with limited demands and little high-pressure work
When faced with too many things happening at the same time, may have difficulty maintaining their effectiveness
Tends to take criticism personally
May find it difficult to think effectively when under a great deal of pressure

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Special Scales

Management and Leadership Potential



The Management and Leadership Potential score indicates the degree to which an individual's results are similar to those observed for people who are successful in management and leadership roles. Higher scores indicate a greater level of similarity to people working in management and leadership positions.

Sales Potential



The Sales Potential score indicates the degree to which an individual's results are similar to those observed for people who are successful in sales careers. Higher scores indicate a greater level of similarity to people working in sales roles.

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Finding Success When Working Remotely

Working in a remote environment comes with unique challenges that can impact an individual's performance. Candidates may need to adjust the way that they interact with others, complete tasks, and fulfill their responsibilities, compared to when they are working in an office environment. The need to connect with others, share ideas, make plans, and execute remain the same; however, the methods they need to use to address these topics are different. The table below explains how the candidate's results on four Work Personality Index scales may influence their approach, and provides challenges that they may encounter while working remotely.

Completing Tasks

Their Style	Potential Derailers
• Adopts a steady and consistent approach to their work. • Allows others to initiate change. Prefers to take care of ongoing tasks.	• Sticking with methods that are familiar, but are no longer effective. • Failing to recognize or seize opportunities when they arise.
• Operates best in environments that provide a high level of support. • Likes to consult with others before taking action.	• Lacking confidence in their own judgment. • Unwilling to make decisions without consensus.

Maintaining Relationships

Their Style	Potential Derailers
• Believes that they can do their best work when they can work on their own. • Finds team tasks inefficient and unproductive.	• Approaching tasks independently when they would be better addressed as a team. • Failing to make the necessary effort to collaborate with others and seek out other perspectives.
• Comfortable reaching out to people they know well, but are less at ease with strangers. • Will initiate conversations if no one else is doing so, or their role requires it.	• Struggling to stay connected with their extended work and social networks. • Failing to find the appropriate balance between written and verbal communication.

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