

Supervisor – Short Form

Job Level:

Overview

Details

The Supervisor solution is an assessment used for job candidates applying to entry-level leadership positions who tend to supervise hourly employees. Sample tasks for these jobs include, but are not limited to: planning and preparing work schedules, assigning employees to specific duties; coaching employees on attendance, conduct, schedule adherence, and work tasks, developing employees' skills: training subordinates; prioritizing multiple tasks and priorities; and making day-today decisions with minimal guidance from others. Potential job titles that use this solution are: Team Leader, First Line Supervisor, Call Center Supervisor, and Customer Service Supervisor.

OOD ECVCI.	Entry to who level
Job Family/Title:	Business Suite
Localizations Available:	US English, UK English, Australian English
Average Testing Time (minutes):	57 minutes
Maximum Number of Questions:	180 items (141 items on average)
Number of Sittings:	One
Designed for Unproctored Environment:	Yes
Question Format:	Multiple choice, Multiple choice – adaptive

Entry to Mid-level

Knowledge, Skills, Abilities, and **Competencies** Measured

Deductive Reasoning Ability: This assessment measures the ability to draw logical conclusions based on information provided, identify strengths and weaknesses of arguments, and complete scenarios using incomplete information. It provides an indication of how an individual will perform when asked to develop solutions when presented with information and draw sound conclusions from data. This form of reasoning is commonly required to support work and decision making in many different types of jobs at many levels. Because this test utilizes computer adaptive technology, it is suitable for unproctored use.

Management Potential: This is a measure of the potential for managerial 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.

Professional Potential: This is a measure of the tendency to have potential for 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.

Thoroughness: This component measures the tendency to be thorough and precise in approaching work and personal activities. This trait is characterized by: being accurate; finding and correcting errors; and maintaining order in work and personal affairs.

Reliability: 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.

Achievement: 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.

Innovation: This component measures the tendency of one's creativity in working through problems and making decisions. This trait is seen as: producing novel solutions to problems; using imagination to create unique ideas or products; and logically applying multiple and inventive strategies when considering alternatives.

Influence: This component measures the tendency of a person's effectiveness in directing and influencing others. This trait is characterized by: persuading and negotiating effectively with others; influencing others' decision-making; and coordinating others' efforts to accomplish work.

Independence: This component measures the tendency of a person's willingness to take action and to make decisions independently. This trait is revealed in: working effectively without immediate supervision; not being overly dependent on help from others; and being resourceful in the face of challenges.

Sample **Questions**

Choose which of the two statements below is more true of you.

- a.) O I don't go out of my way to seek leadership roles, but others often look to me for guidance and direction.
- b.) Although I have the ability to guide others' work, I prefer to let someone else take that responsibility.

In general, the people I've worked for:

- have never listened to my suggestions
- b) have rarely listened to my suggestions
- have usually listened to my suggestions
- have always listened to my suggestions
- one of these. I usually do my work without making suggestions about it

The on-the-job help I've gotten from supervisors I've had has been:

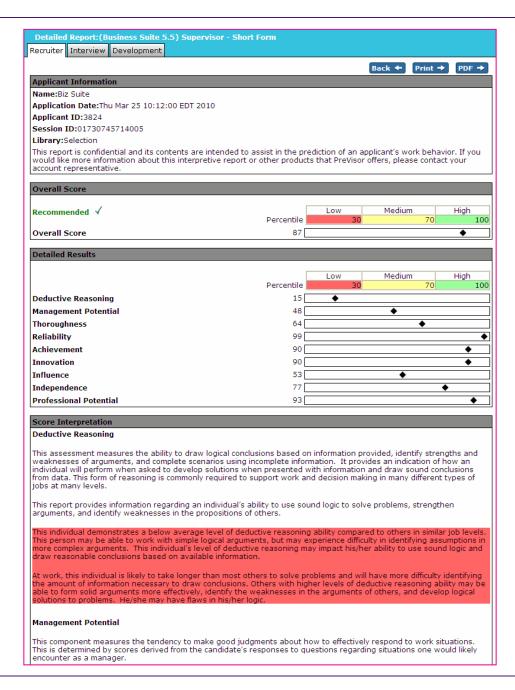
- outstanding
- o very good
- O good
- O fair
- O poor
- o none of my supervisors has really helped me

Alan is taller than Bob. Carol is taller than Diane. Bob is taller than Diane.

Given the above conditions, which one of the following conclusions can be drawn?

- a.) O Carol can never be the tallest.
- b.) Carol is definitely taller than Bob.
- c.) O Bob is at least as tall as Alan.
- d.) Carol and Bob may be the same height.
- e.) O Carol can never be the same height as Alan.

Sample Reports



Thoroughness

This component measures the tendency to be thorough and precise in approaching work and personal activities. This trait is characterized by: being accurate; finding and correcting errors; and maintaining order in work and personal affairs.

This candidate will likely approach his/her work in a somewhat organized manner. While he/she may make an effort to carefully understand the details of assignments, there will be times when the candidate seems unorganized and overwhelmed. He/she will typically seek accuracy and precision in his/her work, but will not necessarily spot errors or imperfections without expending extra effort.

Reliability

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.

This candidate is likely to approach work in an orderly and efficient manner. The candidate is motivated to fulfill his/her obligations and will take responsibility for his/her actions without hesitation. When working on challenging or even mundane tasks, the candidate will apply a consistent level of effort following a well planned and purposeful approach to mundane tas his/her work.

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

The candidate is likely to set challenging goals and will persist despite obstacles. The candidate will tend to show a high level of pride in his/her work, striving for excellence even over prolonged periods of effort. The candidate is likely to be highly competitive and intense in approaching his/her work. The candidate is motivated to accomplish goals, regardless of the timeframe or difficulty level.

Innovation

This component measures the tendency of one's creativity in working through problems and making decisions. This trait is seen as: producing novel solutions to problems; using imagination to create unique ideas or products; and logically applying multiple and inventive strategies when considering alternatives.

This candidate is often described as being very innovative and inventive, using his/her strong creativity to develop new ways of examining complex problems. The candidate has the rare ability to consider multiple ideas and analyze alternative methods in a systematic manner in order to better approach a challenge. The candidate has a strong command of logic, with the ability to objectively and purposefully identify solutions. The candidate is a natural entrepreneur.

Influence

This component measures the tendency of a person's effectiveness in directing and influencing others. This trait is characterized by: persuading and negotiating effectively with others; influencing others' decision-making; and coordinating others' efforts to accomplish work.

This candidate may reluctantly direct others in situations where leadership is required. However, the candidate will be uncomfortable in this role and will hesitate to guide others' opinions and to direct their efforts. The candidate may sometimes enjoy being the focus of attention among his/her peers, but will typically defer to others seeking the leadership role. The candidate will show an average level of confidence in making decisions and influencing others.

Independence

This component measures the tendency of a person's willingness to take action and to make decisions independently. This trait is revealed in: working effectively without immediate supervision; not being overly dependent on help from others and being resourceful in the face of challenges.

This candidate is a self-starter who will likely thrive in an opportunity to get things done without immediate guidance. While others may wait for detailed assistance, this candidate will take the initiative to work on assigned tasks without being dependent on others. The candidate will be resourceful in the face of challenges and will reflect a high level of responsibility in his/her work, validating the trust placed in his/her efforts.

Professional Potential

This is a measure of 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.

This candidate's 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 this candidate is likely to be successful in a professional position.