

# Test Results and Interview Guide

Candidate: **Richard Wantsajob**  
Assessment: Receptionist (Spanish)  
Completed: October 26, 2024  
Prepared for: Sara Maple  
Example Company

## What's Included

- Overall Score
- Competency Summary Table
- Comparison Matrix
- Detailed Competency Results with Interview Guide

**Important Note:** The Receptionist (Spanish) assessment measures key factors related to high performance and tenure in this job. Attribute types measured vary by test, but can include cognitive ability, skills, knowledge, personality characteristics, emotional intelligence, and past behavioral history. This report includes a one page summary, followed by detailed results with an embedded interview guide. Note that these results should always be used as a part of a balanced candidate selection process that includes independent evaluation steps, such as interviews and reference checks.

## Overall

Candidate	Score	Interpretation
<b>Richard Wantsajob</b> rich.wantsajob@gmail.com Receptionist (Spanish) October 26, 2024 Summary: Moderate to High Performance Potential	<span style="font-size: 24pt; font-weight: bold; color: white; background-color: #4CAF50; border-radius: 50%; padding: 10px 20px;">74</span>	

**Key**

- Candidate Score
- Higher Risk
- Lower Risk

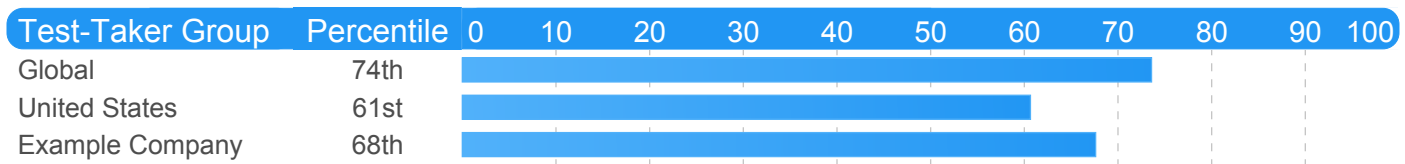
## Competency Summary

Competency	Score	Interpretation
<b>Cognitive Abilities (relates to job performance, problem-solving, ability to learn, etc.)</b>		
Memory / Attention to Detail / Logic & Reasoning	91	
<b>Personality Characteristics (relates to fit with the job/team environment)</b>		
Adaptability	87	
Integrity	10	
Drive	88	
Resilience	69	
Teamwork	68	
<b>Emotional Intelligence (relates to situational judgment, performance and teamwork)</b>		
Empathy and Emotional Self-Control	75	
<b>Scored Survey Questions (Custom Questions)</b>		
History Survey - Performance	65	
History Survey - Tenure	70	

↑ Importance to Job

## Comparison

Percentile scores indicate how the candidate compares to other test-takers within various groups. The candidate scored equal to or better than the fraction of test-takers indicated by the percentile.



## Detail

Candidate: **Richard Wantsajob**, rich.wantsajob@gmail.com  
 Assessment: Receptionist (Spanish)  
 Authorized: October 26, 2024, by Sara Maple, Example Company, qamailsaram.mike@hravatar.com  
 Started: October 25, 2024, 9:21:11 PM EDT  
 Completed: October 25, 2024, 9:21:11 PM EDT  
 Overall Score: 74

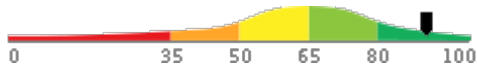
## Cognitive Abilities Detail

This section contains a list of job-related cognitive abilities that have been evaluated in a job-like context using simulation technology. Studies have demonstrated that cognitive abilities are highly correlated with job performance for many jobs. Abilities also correlate with problem-solving and the ability to learn quickly.

**Detail** Interview Guide

### Memory / Attention to Detail / Logic & Reasoning

Score: 91



**Description:**

This scale reflects how successful a person is at making sense of facts through logical reasoning. High scorers understand causes and consequences by interpreting a given situation and predicting its outcomes. They are able to remember details and take action accordingly. Low scorers may burn out or become paralyzed. In more stable circumstances, high scorers may become bored, while low scorers would remain satisfied. This scale also represents thoroughness, accuracy, and being concerned for all areas involved no matter how insignificant. Individuals who demonstrate high Attention to Detail produce work that is consistently accurate and require little checking. They rarely forget schedule commitments or overlook even the smallest details.

**Interpretation:**

High scores in this area correlate with superior performance for many jobs.

High scores in memory, attention to detail and logic indicate the candidate can learn quickly, recall information promptly, solve problems, and adapt to changing conditions rapidly. This usually means the candidate can be expected to respond appropriately to challenging situations with little or no supervision.

Can you give me an example of where your attention to detail or your thoughtful analysis of a situation helped make a project successful?



1

Poor example. Does not show attention to detail or analytical ability.



2

Moderately relevant or impactful example.



3



4

Strongly relevant and clear example.



5

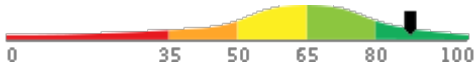
## Personality Characteristics Detail

This section contains a list of personality characteristics that are frequently associated with job performance. Remember, these are not skills and do not indicate the ability to do a job. Rather, they can be used to evaluate the candidate's fit with the general needs of the job and the organizational culture. Sample interview questions are provided to gather more information.

**Detail** **Interview Guide**

### Adaptability

Score: 87



*Description:*

Esta escala refleja el nivel de aceptación de una persona ante los cambios frecuentes o substanciales en los requerimientos de su puesto de trabajo. Normalmente, las personas se sienten estresadas y presionadas para adaptarse a los requerimientos cambiantes. Las personas que registran puntuaciones altas generalmente se desempeñan favorablemente bajo condiciones de trabajo cambiantes, mientras que quienes obtienen puntuaciones bajas pueden llegar a sentirse abrumadas o inmovilizarse bajo dichas condiciones. Cuando las circunstancias en el trabajo son más estables, quienes registran puntuaciones altas pueden llegar a aburrirse, y quienes obtienen bajas puntuaciones se sienten satisfechos.

*Interpretation:*

The candidate's score in this area should contribute to enhanced overall job performance.

Se desempeña favorablemente ante el cambio. Se considera a sí mismo como muy flexible y adaptable. Sin embargo, a menudo puede percibirse como una persona desinteresada, desmotivada o demasiado relajada en momentos de conmoción.

Describe alguna ocasión en que haya tenido que adaptarse a cambios significativos en su trabajo. ¿Cómo se sintió? ¿Cómo manejó el cambio?



1

Sentimientos: fuerte aversión o renuencia al cambio; no demostró ser capaz de hacerle frente o requirió demasiada ayuda para lograrlo.



2

Sentimientos: impasible o ligeramente renuente al cambio. Supo manejar la situación y los cambios sólo afectaron ligeramente su trabajo.



3



4

Sentimientos: entusiasmo o comodidad ante el cambio. Supo manejar bien la situación, de tal manera que no interfiriera con su trabajo.

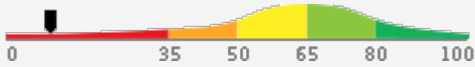


5

**Detail Interview Guide**

**Integrity**

Score: 10



*Description:*

Esta escala refleja el grado en que una persona actúa de manera positiva hacia la organización, evita riesgos innecesarios y, dicho de manera sencilla, hace lo correcto. Las altas puntuaciones en esta escala indican que la persona actuará a favor de los intereses de la organización, se apegará a las normas y trabajará con empeño con una supervisión limitada. Las puntuaciones bajas indican que la persona podrá involucrarse en comportamientos arriesgados, trabajar para afectar a la organización y se limitará a dar el mínimo.

*Interpretation:*

The candidate's score in this area indicates risk of a negative impact on performance for some jobs. Additional probing is strongly recommended.

Desconfía de la organización y de su gerencia. Frecuentemente asume que las ideas nuevas o los cambios tendrán un impacto negativo a nivel individual. Puede mostrarse a la defensiva cuando se trata de su propio trabajo, o expresar hostilidad hacia la gerencia o a las políticas de la empresa. Es posible que asuma riesgos innecesarios en su trabajo.

¿Considera usted que siempre está bien ocultar información a su supervisor? ¿Cómo juzgaría si está bien o no hacerlo?



1

La respuesta demuestra que no le preocupa la ética ni los valores/normas organizacionales.



2

Únicamente explica circunstancias situacionales. Su juicio no se deriva de un punto de vista ético.



3



4

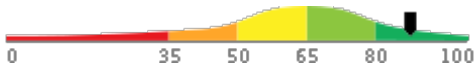
Únicamente explica circunstancias situacionales, o no explica circunstancias. Su juicio se deriva de un punto de vista ético.



5

**Drive**

Score: 88



*Description:*

Esta escala refleja el grado en que una persona trabajará arduamente para alcanzar metas y resolver problemas críticos en la organización. Las puntuaciones altas en esta escala indican que la persona se empeñará en su trabajo y utilizará todos los recursos necesarios para resolver problemas, mientras que las puntuaciones bajas indican que la persona puede ser poco entusiasta en su trabajo y enfrentar problemas con tareas y dificultades complejas.

*Interpretation:*

The candidate's score in this area should contribute to enhanced overall job performance.

Es una persona altamente motivada por metas y tareas complicadas, recompensas financieras y/o reconocimientos, y está dispuesta a trabajar arduamente para triunfar, así como muy enfocada en comprender los lineamientos, siguiendo normas y logros personales.

Describe alguna ocasión en la que haya tenido algo de tiempo disponible en su trabajo. ¿Cómo utilizó ese tiempo?



1

No utilizó su tiempo de manera benéfica o sin que agregara valor a la organización.



2

Utilizó su tiempo en cosas relacionadas con su trabajo, pero su esfuerzo no demostró que trabajara mucho o que agregara valor (fácilmente).



3



4

Utilizó su tiempo en beneficio de la organización, agregándole valor. Demostró capacidad para trabajar arduamente y voluntad de realizar un esfuerzo adicional.



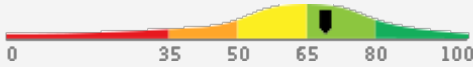
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**Detail**

**Interview Guide**

**Resilience**

Score: 69



*Description:*

Esta escala refleja el grado en que una persona puede soportar la adversidad, recuperarse de eventos difíciles y ser persistente en sus tareas pese a las dificultades que se le presenten. Las puntuaciones altas en esta escala indican qué tan probable es que a una persona se le facilite hacer frente a situaciones difíciles, que perciba tener control sobre los eventos de su vida y siga adelante para alcanzar sus metas. Las bajas puntuaciones en esta escala indican que una persona puede argumentar que los errores/fallas están fuera de su control, además de que no tenderá a hacer frente al estrés en su trabajo ni a realizar un esfuerzo adicional para alcanzar el éxito cuando aparezcan obstáculos en su camino.

Por favor tenga en cuenta que la resiliencia no es un rasgo fijo. A diferencia de muchas otras características de la personalidad, la resiliencia puede ser desarrollada en el transcurso del tiempo. Asimismo, son muchos los factores que pueden influir en qué tan resiliente es una persona bajo determinada situación en particular. Para distinguir estas características, se sugiere ampliamente sondear más a detalle a la persona utilizando las preguntas que se recomiendan para entrevistarla.

*Interpretation:*

The candidate's score in this area should contribute to enhanced overall job performance.

Las respuestas indican que el candidato puede sortear eficazmente las dificultades en su trabajo, mostrando emociones positivas y capacidad de controlar los eventos. Es probable que el candidato luche por alcanzar sus metas, incluso cuando se le presenten obstáculos.

Describe algún momento en el que algo no haya salido como usted lo planeaba en el trabajo o la escuela. ¿Cómo se sintió? ¿De qué manera se vio impactado su trabajo a partir de ese momento?



1

Sus sentimientos muestran un panorama negativo. El evento impactó su trabajo de forma negativa y no fue capaz de aprender de éste y de seguir adelante.



2

Sus sentimientos son verdaderos ante la situación. El evento impactó su trabajo de forma negativa, pero fue capaz de aprender de éste y de seguir adelante.



3



4

Sus sentimientos son verdaderos ante la situación, pero con un panorama positivo. El evento impactó su trabajo de forma positiva o no lo impactó del todo.



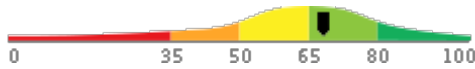
5

**Detail**

**Interview Guide**

**Teamwork**

Score: 68



*Description:*

Esta escala refleja el grado en que una persona trabaja bien en equipo y mantiene relaciones interpersonales positivas. Las altas puntuaciones en esta escala indican que una persona tendrá un buen desempeño en ambientes colaborativos de equipo y mantendrá relaciones de alta calidad con sus compañeros de trabajo. Las bajas puntuaciones reflejan que la persona preferirá trabajar en proyectos individuales y posiblemente tendrá problemas para mantener relaciones cercanas con sus colegas.

*Interpretation:*

The candidate's score in this area should contribute to enhanced overall job performance.

Cultiva relaciones de manera activa. Se siente a gusto conociendo gente nueva y es sensible a los sentimientos de los demás. Trabaja con sus colegas y busca sus aportaciones para desarrollar amistades y alcanzar metas.

Describe alguna ocasión en que haya trabajado en equipo. ¿Cuáles fueron sus funciones? ¿Cómo delegó tareas a los demás miembros del equipo?



1

Describe sus funciones de manera que no muestra importancia. Sus tácticas para delegar tareas no demostraron ser eficaces o útiles.



2

Describe sus funciones de manera que no muestra importancia. Sus tácticas para delegar tareas demostraron ser eficaces y útiles.



3



4

Describe sus funciones de manera que muestra importancia. Sus tácticas para delegar tareas demostraron ser eficaces y útiles.



5

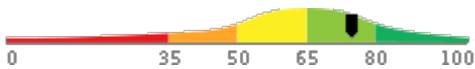
## Emotional Intelligence Detail

This section contains a list of emotional intelligence characteristics that indicate how tuned in a candidate is to his or her own emotions, and those of others, as well as the candidate's ability to control his or her behavior in light of the emotions he or she is experiencing. These traits can often impact performance in groups or teams. Sample interview questions are provided to gather more information.

**Detail** **Interview Guide**

### Empathy and Emotional Self-Control

Score: 75



*Description:*

This scale reflects both the ability to sense and understand other people's feelings, feel sympathy for others, and see things from other people's point of view, and the ability to manage the desire to satisfy urges or impulses, showing restraint and managing behaviors to ensure appropriate and effective interactions with others.

*Interpretation:*

The candidate's score in this area should contribute to enhanced overall job performance.

Demonstrates strengths in sensing the emotional needs of others, sympathizing with other people's problems, and seeing things from other people's point of view. Likely to be effective at demonstrating to customers or coworkers that they understand and care about them, resulting in improved customer loyalty, stronger work relationships, and reduced levels of conflict in the workplace.

How well can you sense how others around you are feeling? How do you use this information when interacting with them?



1

Demonstrates that they are unable to sense how others around them are feeling.



2

Provides examples on how they are able to sense other's feelings. They don't use this to show understanding and care.



3



4

Provides examples on how they are able to sense others' feelings. They use this to show they understand and care about them.



5

## Scored Survey Detail

This section provides additional detail on the candidate's scored survey responses. Potential caution areas (if any) are specified in each detail section.

**Detail** **Interview Guide**

### History Survey - Performance

Score: 65

*Description:*

Evaluates elements of the candidate's past work and education history to identify indications of high or low performance potential.

Exhibits past behaviors and achievements that are likely to result in significantly below average job performance. Additional probing in this area is highly recommended.



1

No examples or rationale given.



2

Weak connection between past and future.



3



4

Clear connection between past and future.



5



**Detail**

**Interview Guide**

**History Survey - Tenure**

Score: 70

*Description:*

Evaluates a candidate's past employment history and related factors for indications of potentially low job tenure.

What are some reasons you would leave a job after a short period of time?



1

What are some reasons you would stay with a job for a long time?



2

What are some reasons you would stay with a job for a long time?



3



4

What are some reasons you would stay with a job for a long time?



5

What are some reasons you would stay with a job for a long time?



1

What are some reasons you would stay with a job for a long time?



2

What are some reasons you would stay with a job for a long time?



3



4

What are some reasons you would stay with a job for a long time?



5

What are some of the reasons you have left previous jobs?



1

Many different reasons. Blames employer.



2

Circumstances for leaving generally credible or somewhat outside control.



3



4

Circumstances for leaving generally credible or somewhat outside control.



5

## Identity Confirmation Photos

The following photos of the candidate and any identification were uploaded during the assessment session.

### Photo Analysis Results

<b>- Risk:</b>	<b>Medium risk of cheating based on image inconsistencies</b>
- Percent match among processed faces	100%
- Total images processed	17
- Total images with valid faces	14 (82%)
- Total pairs of faces compared	13
- Pairs in which faces matched	13 (100%)



*Pre/Post-Test Photo*



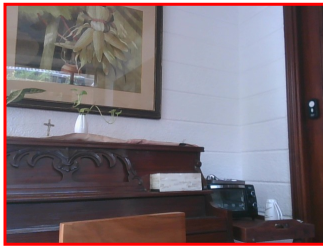
*ID Photo*



*In-Test Error Detected (No Face Detected)*



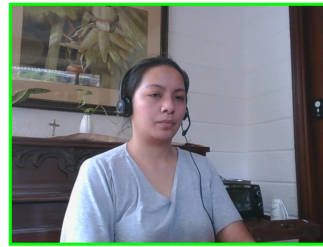
*In-Test Error Detected (No Face Detected)*



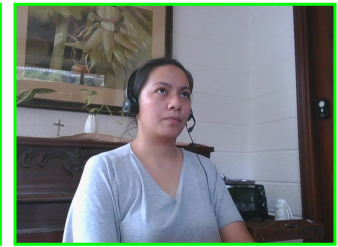
*In-Test Error Detected (No Face Detected)*



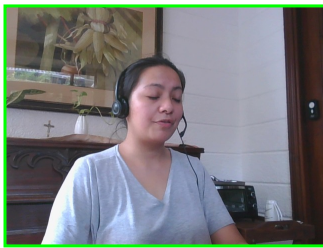
*In-Test Photo*



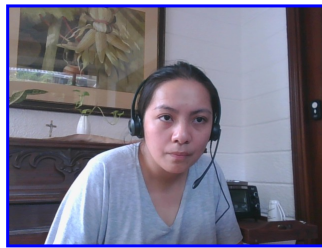
*In-Test Photo*



*In-Test Photo*



*In-Test Photo*



*Pre/Post-Test Photo*

## Report Preparation Notes

- Hiring decisions should never be based on a single source of information. The most effective use of this assessment report is as a part of a multi-faceted program of candidate evaluation that includes resume review, interviews, and reference checks.
- Overall vs Percentiles Scores: The overall score reflects the success in the test, based on the mean (average) and standard deviation of the test scores. The percentile score reflects the percentage of test-takers who scored equal or below this overall score. We recommend you use the Overall Score as your primary evaluation criteria. However, percentile scores can often be useful in comparing specific candidates against one another and with a group, such as for test takers in a certain organization or within a certain account.
- Note that comparison information is calculated based on completed instances of this assessment at that time the assessment is scored. As additional instances are completed, the comparative data may change. You can always update a report to the current values by clicking on 'Recalculate Percentiles' within the online results viewing pages at [www.hravatar.com](http://www.hravatar.com).
- Most competency scores are norm-based, which means that they can be interpreted in terms of their distance from the average or mean score. For all scales, a score equal to the mean receives a score of 65 and scores above and below this value are set so that a score change of 15 equals one standard deviation.
- For linear competencies, higher is better across the entire scale. For these scales a score between 65 and 80 (light green) represents 0 to 1 standard deviation above the mean and a score above 80 (dark green) represents more than one standard deviation above the mean. Similarly, a score of 50 - 65 (yellow) represents 0 to 1 standard deviation below the mean, while a score of 35 - 50 (orange) equates to 1 to 2 standard deviations below the mean, and a score below 35 represents more than 2 standard deviations below the mean.
- This assessment makes use of data from the Occupational Information Network (O\*NET), which is funded by the U.S. Federal Government - U.S. Department of Labor/Employment and Training Administration (USDOL/ETA) - as a primary source of occupational information. The O\*NET database contains information on hundreds of standardized and occupation-specific descriptors that are continually updated by ongoing research. These data are used in preparing descriptive information as well as setting relative weights between competencies used in calculating the overall score. For additional information about O\*NET, visit <http://www.onetcenter.org>.
- O\*Net Standard Occupational Code (SOC) Used: 43-4171.00
- O\*Net Version: 26.3
- Sim ID: 16295-1, Key: 0-0, Rpt: 91, Prd: 7296, Created: 2024-10-26 01:21 UTC
- UA: Mozilla/5.0 (Windows NT 6.3; Trident/7.0; Touch; rv:11.0) like Gecko

## Score Calculation Detail

The following table provides a summary of how the overall score was calculated from the individual competency scores. Competency scores are calculated on a 0-100 scale by first calculating a Z statistic based on test-taker responses and then transforming the Z value to a scale with target mean and standard deviation. Certain competencies have a normal score distribution where it is best to be closest to the mean. For these competencies we modify the Z statistic by multiplying its absolute value by minus 1 for the overall score calculation. Next, to calculate the overall score, a weighted average of all modified competency Z statistics is computed and this weighted average is itself transformed to a Z statistic, which is then transformed to a score with the same target mean and standard deviation. Finally outlier scores are adjusted if they are below 0 or above 100.

Competency	Score	How applied to overall	Score Value Used	Weight (%)
Adaptability	87.9924	Z-Statistic	1.5328	7.4723
Empathy and Emotional Self-Control	75.0512	Z-Statistic	0.6701	10.0174
History Survey - Performance	65.8197	Z-Statistic	0.0546	10.0174
History Survey - Tenure	70.0298	Z-Statistic	0.3353	10.0174
Integrity	10.0000	Z-Statistic	-3.6667	7.6476
Memory / Attention to Detail / Logic & Reasoning	91.1579	Z-Statistic	1.7439	31.8633
Drive	88.1365	Z-Statistic	1.5424	7.6476
Resilience	69.6965	Z-Statistic	0.3131	7.6476
Teamwork	68.8099	Z-Statistic	0.2540	7.6695
Weighted Average of Competency Z-Scores:				0.6573
Mean applied to Raw Weighted Avg:				0.0000
Standard Deviation applied to Raw Weighted Avg:				1.0000
Normalized Raw Score:				0.6573
Mean:				65.0000
Standard Deviation Used:				15.0000
Final Overall Score:				74.8602

## Notes

(This area is intentionally blank - it's reserved as space for your notes.)