

CANDIDATE ASSESSMENT & DEVELOPMENT REPORT

XYZ Ltd
Hickory Bay

04 June 2017

Poppleton Allen Sales Aptitude Test (PASAT)

NB: This is a CONFIDENTIAL report, containing personal information to be used under the guidance of a trained professional. It should be shown only to decision makers on a 'NEED-TO-KNOW' basis. If you are not authorised to read this report, please return it immediately to a qualified person. Your trained professional contact person is Steve Evans at People Central Ltd, who can be contacted on 06 833 6465

PASAT PROFILE

HICKORY BAY

INTRODUCTION

This report is based only on the PASAT questionnaire results. Further feedback is available to both the client and candidate by phoning Steve Evans at People Central on 0508 736 753.

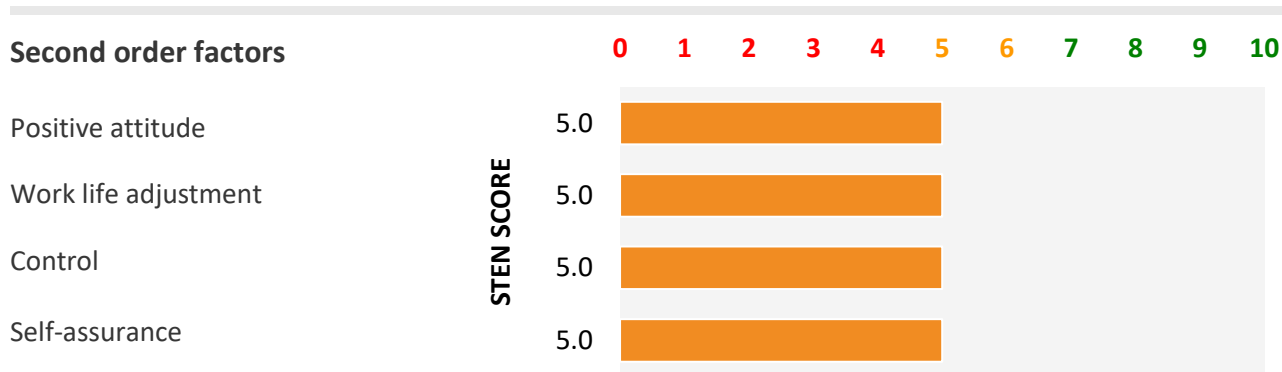
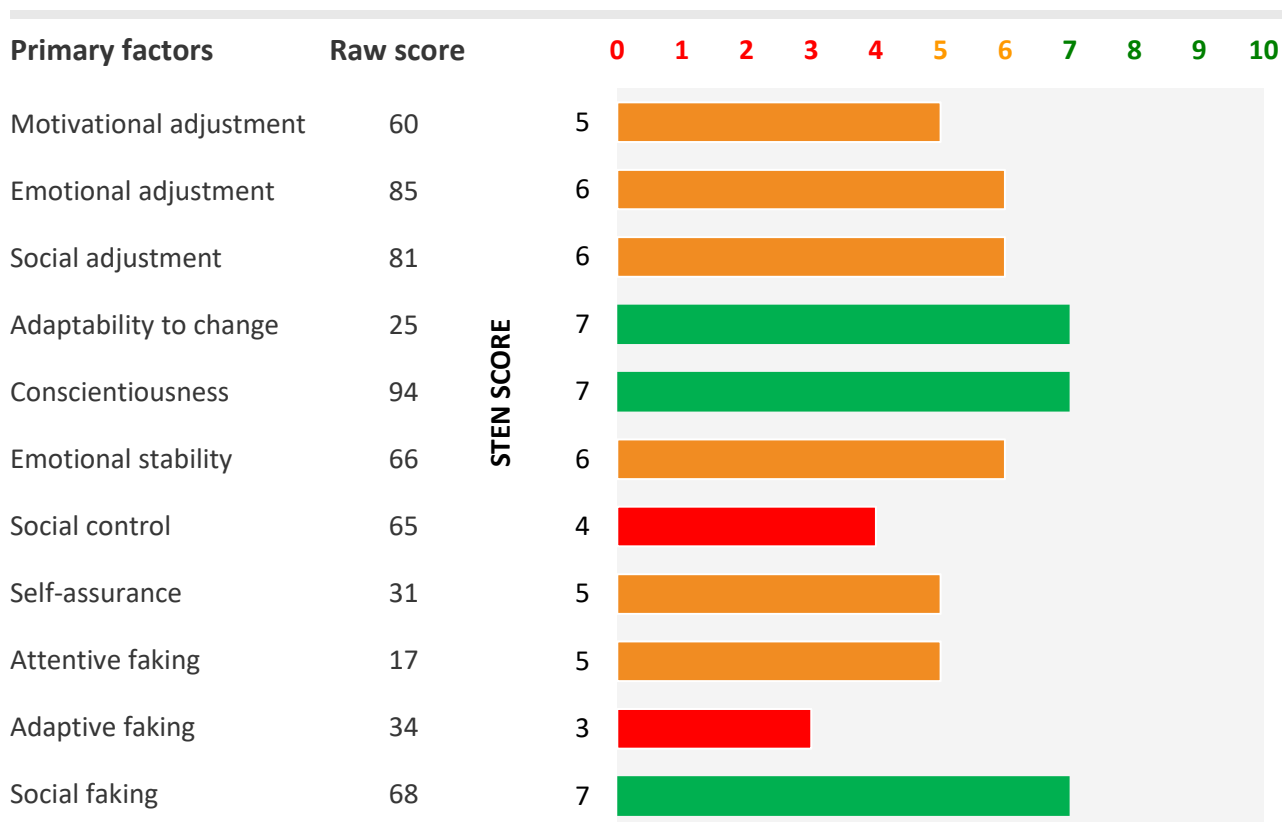
PASAT is a personality questionnaire designed specifically to measure strengths associated with success in sales orientated roles and is the result of rigorous research into what makes sales people effective in a variety of settings. Although each of us is unique, a sales environment requires particular combinations of personality, skills and behaviours. PASAT differentiates between those elements of behaviour and personality that are likely to be the most effective in a sales environment, and those which are generally less effective.

It is important to note that the PASAT report should not be considered in isolation and should be read in conjunction with other information about the candidate gained from CV's, interview, ability test scores, assessment exercises and references.

Data collected is analysed and presented in an occupational setting under the following headings:

- Overall sales orientation and positive attitude
- Higher order factors:
 - Motivation
 - Building effective relationships
 - Change management
 - Conscientiousness
 - Self-assurance
- Impression management
- Conclusion and recommendations
- Interview Questions
- Report Considerations
- Options to Assist Professional Development
- Development Planning
- Setting Objectives
- Action Plan

PASAT Profile Chart – Hickory Bay



Key:

- 1-4: Low
- 5-6: Average
- 7-10: High

OVERALL SALES ORIENTATION AND POSITIVE ATTITUDE

SCORE:

5

A combination of the first 8 factors on the above profile is produced to give a reliable indicator of Hickory's likelihood to succeed in a sales orientated environment.

Her overall score suggests that Hickory could perform as well as most sales people in a sales environment.

Strengths were identified from Hickory's PASAT profile relating to her adaptability to change and the importance she places on presenting a positive social image to others

Potential areas of concern were identified from Hickory's PASAT profile relating to her desire and ability to influence others and how she adapts her behaviour to suit or compliment the behaviour of others.

Whilst this overview is helpful, much closer attention needs to be paid to the detail in the following pages to gain a fuller picture of Hickory's strengths and development areas in a sales environment.

HIGHER ORDER FACTORS (WORK LIFE ADJUSTMENT)

SCORE:

5

From the information self-reported by Hickory, an adjustment score firmly 'average' for sales orientated people was recorded.

Looking more closely at the factors making up this score, this is likely to manifest itself in an individual who is as goal directed as most sales people. Hickory is likely to set herself challenging targets and then strive to meet those targets to the same extent as most people in sales environments.

Hickory reported an 'average' degree of Emotional Adjustment and is likely to cope with difficulties and setbacks as well as most sales people.

Hickory's average score in Social Adjustment suggests an ability to get on well with others by establishing and maintaining effective relationships to the same extent as most.

When faced with change, Hickory reports herself to be slightly more change focused than most. She is likely to seek out new ways and methods, respond positively to training opportunities, be adaptable and pick up on unplanned opportunities and generally buy into change

Hickory reported a slightly higher degree of Conscientiousness than most sales people and is likely to put effort into planning, organising and generally being ethical and conscientious in her work. People are likely to value Hickory's tendency to do things when she said she would, follow up on requests and enquiries and pay attention to detail

CONTROL

SCORE:

5

Hickory recorded a degree of Emotional Stability typical of most sales people and is likely to have control of her own emotions. Hickory is also likely to be consistent in her dealings with others and remain calm under pressure to the same extent as most.

Hickory also reports a slightly lower score in Social Control, which is concerned with the desire and ability to influence and control others. She is likely to be seen by others as natural, easy-going and talkative. She may behave spontaneously to new situations, be prepared to compromise and go along with others and lack influence.

SELF-ASSURANCE

SCORE:

5

Hickory recorded an 'average' score in Self Assurance, which is essentially concerned with showing confidence in a broad range of situations. She is likely to relate to other people, show confidence in both group settings and his own abilities to an extent typical of most sales people.

IMPRESSION MANAGEMENT

Attentive faking

Hickory recorded an average score, suggesting she is likely to pay as much to the behaviour of other people as a cue for how to behave herself as most sales people.

Adaptive faking

Hickory also reports a low score in adaptive faking score and is less likely to adapt her own behaviour to match or compliment the behaviour of others compared to most sales people. She may be seen to have a 'one size fits all' approach to sales and miss opportunities to make sales to people with a very different outlook on life to her own.

Social faking

Hickory also reported a slightly higher social faking score, suggesting she is likely to put more effort than most sales people into presenting an attractive social image to others. People are likely to describe their interactions with Hickory as being friendly, approachable, being listened to and carrying out any tasks agreed upon in good time.

CONCLUSION

An overall PASAT sten score of 5.0 places Hickory firmly 'average' in the behaviours associated with success among sales orientated people.

On the strength of PASAT results alone, Hickory could be recommended for appointment into a sales role, although there is are two traits scoring below 5 that would need to be thoroughly addressed at interview. It should also be noted that Hickory recorded 'average' scores in six of the eleven traits measured by PASAT, with no very high scores in traits strongly associated with success in a sales environment. This suggests that Hickory is unlikely to exceed the average in sales performance, which may cause concerns for employers only seeking high performers.

SUGGESTED INTERVIEW QUESTIONS

In making selection decisions, any PASAT traits scoring below '5' should be addressed with appropriate interview questions. The interviewer should be familiar with Competency Based Interviewing Techniques and seek specific examples of:

- Where the candidate has encountered the situation
- What options were available to the candidate
- How the candidate reacted and the actions they took
- Any tangible outcomes from their actions

SUGGESTED INTERVIEW QUESTIONS

Slightly Lower Social Control Score – 4

- Describe an occasion where you had to stretch your influencing skills to get a result.
- What did you do to overcome that clients concerns or objections to your proposal?

Low Adaptive Faking Score – 3

- Talk me through what you pay attention to when meeting a prospect for the first time.
- Find an example of where you have formed a working relationship with someone who has a very different outlook on life to your own. How did this person differ from you?
- How did you adapt your approach to appeal to this person?
- What affect did your adapted approach have on your working relationship?

Remember – no candidate is going to find perfect answers to every question and you can build any shortcomings into a candidate's personal development plan once appointed.

REPORT CONSIDERATIONS

Confidentiality

This document is confidential and contains sensitive information on you. It is entrusted to you on the understanding that it will be kept secure, and that copies of this material will not be made without our agreement.

Feedback of Results

It is People Central Ltd's policy to offer each person feedback on their assessment results. Should you have any questions relating to this report, please contact the author of this report, Steve Evans, on 0508 736 753 to discuss further.

Use of Results

This report was requested for developmental reasons and has influenced the information and conclusions drawn. Should you wish to use this information for a different purpose please contact the author of this report for guidance. It should also be appreciated that the results and information contained in this report are only valid for up to 2 years from the assessment date.

Seek Confirming Information

Sales assessments provide valuable additional information often not available through other processes. We strongly recommend you use the information provided in this report to support not replace other sources of developmental information that are available to you. Where possible, this information should be verified through one-to-one discussion and feedback.

OPTIONS TO ASSIST PROFESSIONAL DEVELOPMENT

We've listed some external resources & training courses that may aid your professional development. Consider whether any of the following suggestions may facilitate your ability to reach your development objectives.

Slightly Lower Social Control Score – 4

- Develop your influencing skills & persuasion techniques and consistently employ them
- Practice how you'll go about handling and responding to common sales objections
- Spend some time studying the psychology of selling

Low Adaptive Faking Score – 3

- Invest time into learning about customer psychology and personality types.
- Become a mentor to an individual whose background and experiences are different from your own.
- Explore new methods for approaching sales and opportunities and refine your techniques.

Training courses you may find beneficial:

- Attend a [Professional Selling](#) course – Attain NZ offer an extensive 2-day course where participants learn how considering each buyer's personality and modifying their selling style slightly to match each customer's personality will help them close more sales.
- Attend a [Professional Sales Questioning Workshop](#) – Attain NZ offer a ½ day mini course.

Contact Sharn Piper for more information 027 733 4333 or email: hello@attainsales.co.nz

Videos to watch:

- [How to Build a Healthier Mind, by Dr Tom Mulholland \(14 minutes\)](#)
- [How to Influence People and Get what you Want by Tony Robbins \(57 minutes\)](#)
- [The Happy Secret to Better Work by Shawn Achor \(12 minutes\)](#)
- [The Secret Structure of Great Talks by Nancy Duarte \(18 minutes\)](#)

Blogs/Books to read:

- [The Ultimate Guide to Objection Handling: 40 Common Sales Objections & How to Respond](#)
- [How to Win Friends and Influence People by Dale Carnegie](#)
- [The Little Red Book of Selling by Jeffrey Gitomer](#)
- [Difficult Conversations by Douglas Stone and Bruce Patton](#)
- [The 7 Habits of Highly Effective People by Stephen Covey](#)
- [The Psychology of Selling by Brian Tracy](#)
- [Six Thinking Hats, by Edward De Bono](#)
- [Who Moved My Cheese, by Spencer Johnson](#)

DEVELOPMENT PLANNING

What are the highs and lows in this report?

What results reflect issues that are under personal control?

Which results are the most significant for the current role?

Which results are the most significant for career development?

What development is going to be the easiest for me to tackle first?

What actions can I take in the future to address any developmental need?

What actions can I take in the future to maximise my strengths?

Who else needs to be involved in making this change and in what capacity?

How will I know that I have been successful?

SETTING OBJECTIVES

The success of your development rests heavily on your willingness to translate the information provided in this report into actions and goals for moving forward. To achieve this end, you may find the following outline useful:

Identify your objectives

An objective is an agreed target that must be reached. It is clearly stated and specific so that you know when you have achieved it.

Make your objectives specific and time bound

Your objective must specify WHAT you will change, HOW MUCH, and BY WHEN this change will take place.

Link your objectives to appropriate, measurable results

Specifying 'how well' you will do something can be difficult, yet it is important as it describes the standard to which you aim to make any change and the extent to which your objectives have been achieved.

Identify any external resource requirements

Your action plan must specify what resource requirements, reference material and support (both internal and external) that you might need in order to reach your objectives. These will need to be agreed in advance with your Manager.

ACTION PLAN

Objectives	Resources	Target Date	Measurable Results
What is my target behaviour? What do I want to accomplish?	How will I achieve the objective and what resources do I need?	When will I achieve this objective?	How will I know when I have achieved the objective?