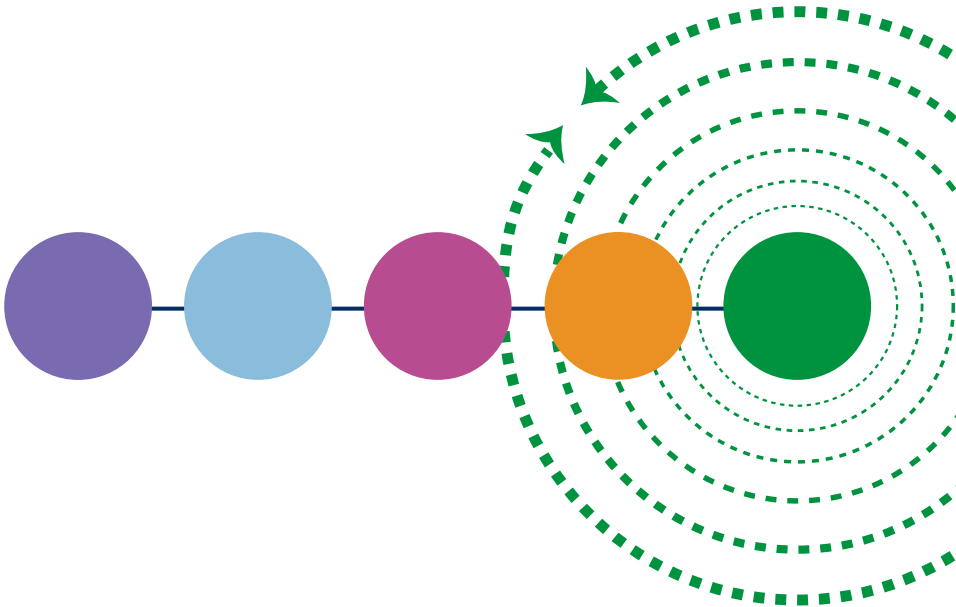


Environment Fit Report Sample Candidate



Administrative

Strengths



Predicted Culture/Environment Fit

Based on extensive Saville Consulting research linking work place culture and the styles of individuals, this report highlights the aspects of the culture, job and environment that are likely to enhance or inhibit Sample Candidate's success:

Performance Enhancers

- ⊕ where there is constantly a lot on the go, people are engaged in multiple tasks and efficient use of time is important
- ⊕ where importance is attached to punctuality and completing tasks to deadline and reliability is clearly valued
- ⊕ where organisational skills are highly valued and people appreciate being given clear priorities
- ⊕ where people adhere to clear rules and regulations, there are well established procedures in operation and risks are minimised
- ⊕ where real importance is attached to the maintenance of high quality standards and close attention to detail
- ⊕ where there is an atmosphere of mutual trust, there is a high degree of tolerance and people are considerate in their behaviour towards others
- ⊕ where energy levels are high, there is a strong action orientation and people are rewarded for taking the initiative and making things happen
- ⊕ where there is an emphasis on comprehensively researching and recording the facts and communicating them clearly in writing

Performance Inhibitors

- ⊖ where the pace of work is leisurely, there is little multi-tasking and time is not used efficiently
- ⊖ where there is a culture that allows deadlines to be passed and tasks are often left unfinished
- ⊖ where the approach is reactive and there is little planning or preparation
- ⊖ where people are not expected to comply with rules and regulations, there are no clearly established procedures and there is a high degree of risk
- ⊖ where the maintenance of quality standards and attention to detail are not considered a priority
- ⊖ where people are distrustful of each other, there is a lack of tolerance and a lack of consideration for others
- ⊖ where energy levels are low and people show little initiative
- ⊖ where little value is attached to exploring all the facts and communicating them well in writing



About this Report

This report is based upon the Administrative Strengths assessment, which explores an individual's strengths in critical work areas.

The results are based on a comparison with a group of 193 applicants for administrative service roles and are presented on a 1 to 10 Sten scale.

Since the questionnaire is a self-report measure, the results reflect the individual's self-perceptions. Nevertheless, our extensive research has shown it to be a valid measure of how people will operate in the workplace.

It should be remembered that the information contained in this report is potentially sensitive and every effort should be made to ensure that it is stored in a secure place.

The information contained within this report is likely to remain valid for 12 to 24 months, depending on circumstances.

The report was produced using Saville Consulting software systems. It has been derived from the results of a questionnaire completed by the respondent, and reflects the responses they made.

This report has been generated electronically. Saville Consulting do not guarantee that it has not been changed or edited. We can accept no liability for the consequences of the use of this report, howsoever arising.

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