



# Information for Candidates: Preparing for your Assessment

## Psychometric assessment

This is a standardised method of evaluating individual capabilities and styles, and provides objective comparisons with a wider pool of people. They are not “pass or fail” tests. Rather, results are used to identify strengths and areas for further checking (e.g., in interviews or confirmation by referees). As such, tests are designed to complement other selection procedures.

## The assessment process

The psychologist will meet with you before testing to let you know the types of tests that you will be required to complete, and to answer any queries or concerns you may have. The psychologist will also ask standard questions to ensure that you are performing to your fullest potential on the day.

## The tests and questionnaires used

The assessment process is tailored to measure the competencies that are relevant to the role to which you have applied. Some of tests that you may encounter include:

- ◆ **Ability tests.** These tests measure your verbal, numerical and problem solving skills. They are multiple-choice timed tests that require both speed and accuracy in your analysis and decision-making.
- ◆ **Personality Questionnaire.** This is an untimed multiple-choice questionnaire exploring your work preferences. There are no right or wrong answers. It is recommended that you “go with your gut feeling” and answer as openly and honestly as your can.
- ◆ **Motivation Questionnaire.** This is an untimed multiple-choice questionnaire exploring factors that drive or motivate your performance.

## Time required

Whilst the time required depends on the battery of tests that you have been invited to complete, a typical battery of tests can take approximately 2-3 hours. Some tests may be able to be completed online at home.

## Feedback on the results

You are entitled to feedback on your results at some stage after the assessment. The psychologist managing your assessment will inform you whom to contact for feedback and the timeframe in which you can obtain feedback of your results.

## Hints to help you during the assessment

- ◆ Ensure you have a good night’s sleep before the assessment.
- ◆ If you feel unwell or an unexpected and/or distressing event occurs prior to assessment and you feel your performance may be adversely affected, consider postponing your assessment until you feel more settled.
- ◆ During the timed ability tests, we recommend you work as quickly and accurately as possible and not spend too long on an item. Move on to the next item if you are experiencing difficulty and/or time is getting away from you.
- ◆ The best way to respond to the personality and motivation questionnaires is in a natural and honest manner- just be yourself. There are no right or wrong answers for these questionnaires.
- ◆ Preparation or study for the assessment is not required, however you may wish to access some practice questions to give you an indication of what to expect on the day of assessment. Please refer to the link below.

## Example Questions (optional)

[http://www.shldirect.com/example\\_questions.html](http://www.shldirect.com/example_questions.html)

*(You may find the degree of difficulty for the assessment you will be completing in our office is greater than the example questions. The example questions are simply designed to provide you with some insight into what to expect during the assessment.)*

## More Information (optional):

[http://www.allworthjuniper.com.au/f\\_info\\_pages.htm](http://www.allworthjuniper.com.au/f_info_pages.htm)



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