

Private And Confidential

Thomas International

Reports

For

Ms Andria Anders

12 April 2002

D	1	9 -8
I	12	2 10
S	5	1 4
C	3	5 -2

Reports Selected For Ms Andria Anders

- Executive Summary
- PPA profile
- Strengths & Limitations
- Compatibility
- How to manage
- Ideal Team Report
- Team Audit
- Management interview questionnaire
- Sales interview questionnaire
- General questionnaire
- Management audit
- Sales audit
- Admin/Tech audit
- Call centre audit
- Training Needs
- Candidate Feedback
- Career Guidelines
- Job Evaluation (HJA)
- Job/Candidate - Comparison
- Graphs & Scores

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STRENGTHS AND LIMITATIONS SUMMARY

MS ANDRIA ANDERS

D	1	9	-8
I	12	2	10
S	5	1	4
C	3	5	-2

This report summarises Ms Anders's positive behavioural traits which can be interpreted as her "Working Strengths". These are the values that she contributes to the organisation. It also includes "Possible Limitations" which describe those driving forces which may be seen by some as personal shortcomings.

Ms Anders's strengths are a clear indication of those areas of accountability or operational involvement where she would likely be most comfortable and therefore most productive and successful. Conversely, the indicated limitations highlight those areas where Ms Anders may, in all probability, benefit most from training, development and/or support.

Working Strengths of Ms Anders

- * Generates enthusiasm
- * Makes a friendly and positive impact on others
- * Participates in community affairs
- * Sacrifices self for others
- * Empathetic and well organised
- * Loyal, patient, reliable and predictable
- * Staying power within an organisation and/or on projects that can be routine and repetitive
- * Can find tasks to be stimulating even though repetitive in nature
- * Calm, unruffled manner, consistent and steady under most circumstances
- * Diplomatic and sensitive to other's points of view
- * Quick to detect errors
- * Able to "hold the line" even in difficult positions provided she is armed with the facts
- * Controls quality

Possible Limitations of Ms Anders

- * Over-estimates her own abilities
- * Under-estimates problem complexities
- * May place too much reliance on her own power of persuasion and personality
- * Lets personal problems fester too long before taking action
- * Sometimes uncertain or hesitant when enforcing her point of view
- * May avoid responsibility or authority outside her field of expertise
- * May be perceived as lacking in initiative and drive
- * May be overly satisfied with things as they are
- * Could have trouble meeting deadlines
- * May need help getting started on some assignments and projects
- * Reluctant to "let go" and delegate
- * May take too detailed an approach to tasks
- * Overly cautious in making decisions and risk taking

In order to assess the above report it should be considered in the context of the job requirements. Therefore it is recommended that the Strengths & Limitations be compared with the Human Job Analysis (HJA). The HJA defines those job requirements and the behavioural dimensions needed for satisfactory completion of the task, assignment or project.

