



Extended Manager Interview Guide

Prepared for:

Demo Sample

- *This material is confidential and personal.*
- *Please do not read this report unless authorized to do so.*
- *The content should not be used as the sole source for decisions regarding hiring, placement, career moves or termination.*

San Jose, California
Voice: 408.834.7768 ext.1
Fax: 408.448.1828
E-Mail: mcarlisle@right-hire.com
Web: <http://www.right-hire.com>

7/12/2007 7:00:00 PM
77CI_8015

This entire document is subject to the following statement:

Copyright © 2005- 2007 – Axiometrics International, Inc. All rights reserved.

Extended Manager Interview Guide **SUMMARY**

ATTITUDES:

- Optimistic about self and world
- Optimistic, positive attitude toward others
- Cautious, hesitant attitude toward getting things done

PROBLEM SOLVING:

- Excellent intuitive insights, 'gut instincts'
- Proactive thinking, focuses on consequences

SELF IMAGE:

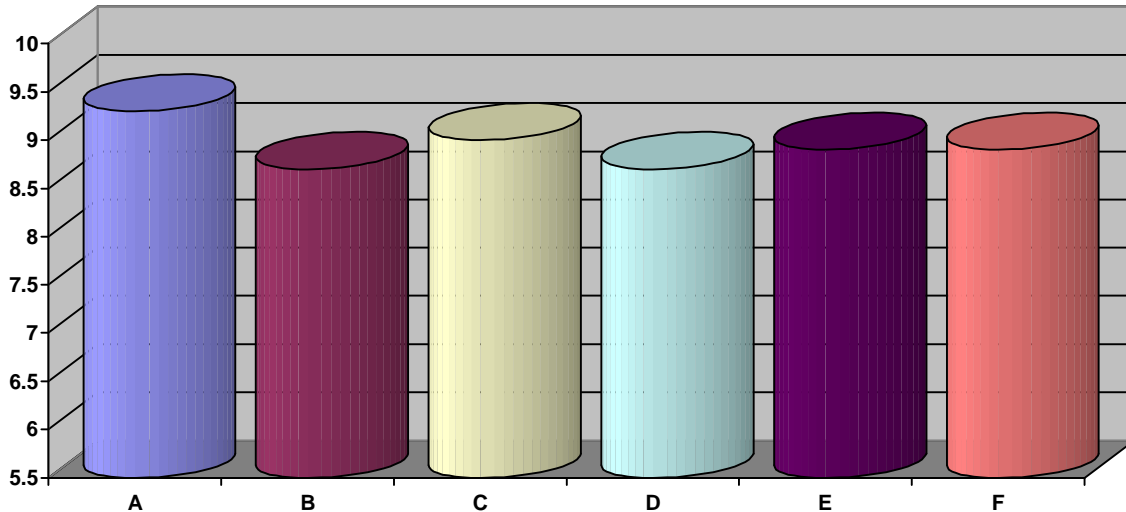
- Doubts and questions about the future
- No fear of failure or success
- Inner directed, sees things their own way

MOTIVATORS:

- Status, recognition
- Sense of commitment to organization or team goals

Extended Manager Interview Guide

GLOBAL GRAPH



Low Risk (Excellent ability to utilize the capacity and translate the talent into decisions; reduces the potential for errors and mistakes)	8.8 to 10.0
Situational Risk (Very good ability to utilize the capacity especially in well defined areas; however, there are specific situations that can interfere with the translation into decisions)	8.5 to 8.79
Conditional Risk (Limited access to the capacity indicating actual conditions that will increase the potential for mistakes and errors and restrict the transfer into decisions)	8.2 to 8.49
Real Risk (Restricted access to the capacity indicating the ability is consistently unavailable and individuals are subject to mistakes and errors in judgment)	6.0 to 8.19

A) Working With Others (Low Risk) — Measures the ability to see and appreciate the needs and interests of others and the ability to deal with others in a concerned but objective manner.
B) Managing Activities (Situational Risk) — Measures the ability to see what is needed to get things done.
C) Problem Solving (Low Risk) — Measures the ability to identify potential problems and generate effective solutions.
D) Planning & Organizing (Situational Risk) — Measures the ability to set goals, build plans, and translate them into action.
E) Getting Things Done (Low Risk) — Measures the ability of an individual to focus energy on tasks and follow them to completion, dealing with the stresses and strains without losing freedom of action.
F) Managing Self (Low Risk) — Measures the ability to see, understand, and be sensitive to personal uniqueness, confidence, competency, goals, and self organization.

Extended Manager Interview Guide **PERSONAL MANAGEMENT INVENTORY**

PRIORITIZED CORE STRENGTHS

1) Intuitive Insight: (Managing Problems) (MG-15)-Excellent Potential

Very Good ability for relying on intuitive insight and inner 'gut' feelings for identifying and solving problems.

2) Insight Into Others: (Managing Others) (MG-1A)-Excellent Potential

Keen insight into others combined with a positive attitude builds a realistically optimistic evaluation of others.

3) Self Assessment: (Managing Self) (MG-31)-Excellent Potential

The ability to realistically see and understand how to utilize personal strengths in situations.

4) Role Satisfaction: (Managing Self) (MG-33A)-Excellent Potential

Combination of confidence about their ability to perform and an urgency to push ahead and get things done.

5) Self Control: (Ability To Handle Rejection) (MG-32)-Excellent Potential

The ability to maintain composure in difficult prospecting, interview, or closing situations.

6) Attitude Toward Others: (Managing Others) (MG-2A)-Excellent Potential

Positive, open attitude toward others generates genuine concern about the needs and interests of others.

7) Listening To Others: (Managing Others) (MG-5B)-Very Good Potential

Ability and willingness to pay attention to the unique viewpoints of others, to their needs and concerns.

8) Sensitivity To Others: (Managing Others) (MG-4A)-Very Good Potential

The ability to be open to the needs and interests of others without being too subjective and involved.

PRIORITIZED DEVELOPMENT COMMENTS

1) Health Tension Index: (Managing Self) (MGT-35A)-Real Risk

Inner directed, self-directed thinking can generate anxiety frustration and despair.

2) Results Oriented: (Getting Things Done) (MGT-26B)-Real Risk

Lack of attention to results can generate a tendency to delay decisions or to overlook what needs to be done.

3) Attention To Concrete Detail: (Managing Activities) (MGT-12A)-Conditional Risk

Pays attention only to what is important to them, to their agenda and priorities.

4) Common Sense Thinking: (Managing Problems) (MGT-14B)-Situational Risk

May have difficulty seeing what is important and needs attention potentially leading them to bump into the world.

Extended Manager Interview Guide
PERSONAL MANAGEMENT INVENTORY
PRIORITIZED INTERVIEW NOTES

1) Health/Tension Index: (Managing Self) (MGT-35A)-Real Risk

They tend to be easily distracted and to be susceptible to physical or emotional effects from stresses and strains. Test their ability to see and accept things as they are and to suppress negative and reinforce positive feelings.

2) Results Oriented: (Getting Things Done) (MGT-26B)-Real Risk

Place these individuals in a real time situation from your work environment to test their ability to see what needs to be done, to respond under pressure, and get things done regardless of what is happening around them.

3) Attention To Concrete Detail: (Managing Activities) (MGT-12A)-Conditional Risk

They tend to bite off more than they can chew, to overestimate what is possible, and to underestimate what will be needed. Test their ability to identify crucial issues and decide not only what needs to be done but how to get the job done.

4) Common Sense Thinking: (Managing Problems) (MGT-14B)-Situational Risk

Describe a typical problem in your work environment. Ask them to evaluate the problem and to make a priority list for solving the problem. Give them only a short period of time to respond and add distractions while they think.

PRIORITIZED DEVELOPMENT COMMENTS

1) Health Tension Index: (Managing Self) (MGT-35A)-Real Risk

Inner directed, self-directed thinking can generate anxiety frustration and despair.

2) Results Oriented: (Getting Things Done) (MGT-26B)-Real Risk

Lack of attention to results can generate a tendency to delay decisions or to overlook what needs to be done.

3) Attention To Concrete Detail: (Managing Activities) (MGT-12A)-Conditional Risk

Pays attention only to what is important to them, to their agenda and priorities.

4) Common Sense Thinking: (Managing Problems) (MGT-14B)-Situational Risk

May have difficulty seeing what is important and needs attention potentially leading them to bump into the world.

5) Short Range Planning: (Planning And Organizing) (MGT-19G)-Situational Risk

Perfectionism and dogmatic thinking can cause you to set unrealistic, inflexible and unresponsive short-term goals.

6) Concrete Organization: (Planning And Organizing) (MGT-21A)-Situational Risk

A tendency to organize things according to a program that is unrealistic and possibly out of touch with what is needed.

7) Conceptual Organization: (Planning and Organizing) (MGT-22A)-Situational Risk

Susceptibility to very stubborn and rigid thinking, especially as you seek to impose idealistic expectations on the world.

8) Evaluating To Do: (Managing Problems) (MGT-13)-Situational Risk

Uncertainty and lack of clarity in their thinking can restrict their ability to see what needs to be done.

9) Attention To Procedures: (Managing Activities) (MGT-9D)-Situational Risk

Perfectionistic, stubborn thinking can lead them to insist on obeying rules and policies without exception.

10) Meeting Schedules And Deadlines: (Managing Activities) (MGT-10B)-Situational Risk

Perfectionistic thinking can lead them to be stubborn dogmatic, and insistent about schedules and timetables.

Extended Manager Interview Guide
MANAGER CHART

CAPACITY	LOW RISK	SITUATIONAL RISK	CONDITIONAL RISK	REAL RISK
Managing Others				
- Insight Into Others	ü			
- Attitude Toward Others	ü			
- Prejudice/Bias Index	ü			
- Sensitivity To Others	ü			
- Listening To Others	ü			
- Talking At The Right Time	ü			
Managing Activities				
- Meeting Established Standards		ü		
- Doing Things Right		ü		
- Attention To Policies & Procedures		ü		
- Meeting Schedules & Deadlines		ü		
- Attitude Toward Authority	ü			
- Attention To Concrete Detail			ü	
Managing Problems				
- Evaluating What To Do		ü		
- Using Common Sense		ü		
- Intuitive Insight	ü			
- Seeing Potential Problems		ü		
- Proactive, Conceptual Thinking	ü			

Extended Manager Interview Guide
MANAGER CHART

CAPACITY	LOW RISK	SITUATIONAL RISK	CONDITIONAL RISK	REAL RISK
Planning & Organizing				
- Realistic Goal Setting	ü			
- Short Range Planning		ü		
- Long Range Planning	ü			
- Concrete Organization		ü		
- Conceptual Organization		ü		
- Attention To Planning	ü			
Getting Things Done				
- Self Confidence	ü			
- Goal Directedness	ü			
- Results Oriented				ü
- Ambition	ü			
- Persistence	ü			
- Consistency	ü			
Managing Self				
- Self Esteem	ü			
- Self Assessment	ü			
- Self Control	ü			
- Role Satisfaction	ü			
- Flexibility & Adaptability	ü			
- Health/Tension Index				ü