



# Personal Competencies Assessment

Prepared for:

*Demo Sample*

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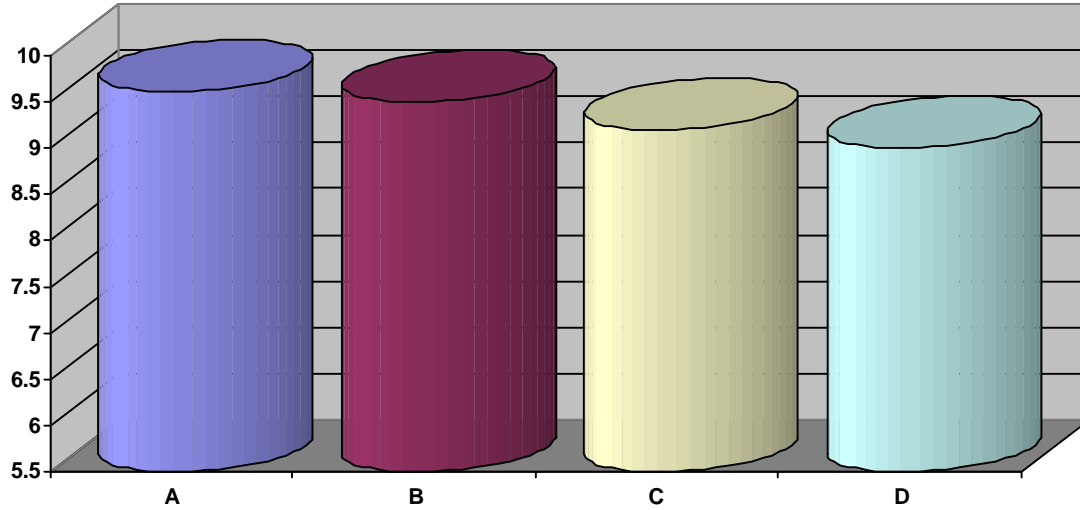
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## Personal Competencies Assessment

### GLOBAL GRAPH



<b>Low Risk</b> (Excellent ability to utilize the capacity and translate the talent into decisions; reduces the potential for errors and mistakes)	<b>8.8 to 10.0</b>
<b>Situational Risk</b> (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)	<b>8.5 to 8.79</b>
<b>Conditional Risk</b> (Limited access to the capacity indicating actual conditions that will increase the potential for mistakes and errors and restrict the transfer into decisions)	<b>8.2 to 8.49</b>
<b>Real Risk</b> (Restricted access to the capacity indicating the ability is consistently unavailable and individuals are subject to mistakes and errors in judgment)	<b>6.0 to 8.19</b>

**A) PEOPLE (Low Risk)** — This section measures the ability to make sound and objective decisions about others and to build relationships.

**B) TASK (Low Risk)** — This section measures the ability to see and understand what is happening in a practical, concrete manner.

**C) SYSTEM (Low Risk)** — This section measures the ability to see, understand and appreciate planning, strategic thinking and issues, conceptual organizing and consistency and conformity.

**D) SELF (Low Risk)** — This capacity measures the ability to see, understand and be sensitive to personal uniqueness, confidence and competency and goals and self organization.

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## ***Personal Competencies Assessment***

### **TOP TEN CRITICAL SUCCESS COMPETENCIES**

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Listed below are your top ten Critical Success Competencies. These competencies are listed in order of the talent you currently display for paying attention to and valuing them. The first competency listed is your strongest, which is then followed by the rank order of the remainder of the competencies.

<b>Rank</b>	<b>Description</b>	<b>Strength/Development</b>
1	Is willing to be creative and inventive.(TSK)	Low Risk
2	Understands the difference between crisis issues and minor problems.(TSK)	Low Risk
3	Evaluates problems from all perspectives.(TSK)	Low Risk
4	Knows what needs to be done and how to get things done.(TSK)	Low Risk
5	Willing to listen to others.(PEO)	Low Risk
6	Gives advice without being critical.(PEO)	Low Risk
7	Knows what to say and how to say it.(PEO)	Low Risk
8	Takes the time to keep things organized.(SYS)	Low Risk
9	Pays attention to short range and long range issues.(SYS)	Low Risk
10	Is sensitive to needs, concerns, and attitudes of others.(PEO)	Low Risk

<b>PEO = PEOPLE COMPETENCIES</b>	<b>TSK = TASKS COMPETENCIES</b>	<b>SYS = SYSTEM COMPETENCIES</b>	<b>SE = SELF COMPETENCIES</b>
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## **Personal Competencies Assessment**

### **THREE KEY DEVELOPMENT AREAS**

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Listed below are your three key development areas from the Critical Success Competencies. These competencies are listed in order of the area which needs the most development followed by the other two in the order of their rank.

<b>Rank</b>	<b>Description</b>	<b>Strength/Development</b>
1	Has difficulty changing directions.(SE)	Low Risk
2	Does not always make realistic commitments.(SE)	Low Risk
3	Has difficulty staying focused on getting things done.(TSK)	Low Risk

<b>PEO = PEOPLE COMPETENCIES</b>	<b>TSK = TASKS COMPETENCIES</b>	<b>SYS = SYSTEM COMPETENCIES</b>	<b>SE = SELF COMPETENCIES</b>
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## ***Personal Competencies Assessment***

### **PEOPLE SUCCESS COMPETENCIES**

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Listed below are the Critical People Success Competencies. These competencies are listed by the order of the talent you display for paying attention to and valuing them. The first talent is your strongest, followed by the rank order of the remainder of the competencies.

<b>Rank</b>	<b>Description</b>	<b>Strength/Development</b>
1	Willing to listen to others.	Low Risk
2	Gives advice without being critical.	Low Risk
3	Knows what to say and how to say it.	Low Risk
4	Is sensitive to needs, concerns, and attitudes of others.	Low Risk
5	Deals with conflicting issues in a positive responsible manner.	Low Risk
6	Makes an effort to be pleasant, courteous and tactful.	Low Risk
7	Treats others fairly.	Low Risk
8	Addresses issues clearly and directly.	Low Risk
9	Is open to the ideas and opinions of others.	Low Risk
10	Keeps word and personal commitments.	Low Risk

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## ***Personal Competencies Assessment***

### **TASK SUCCESS COMPETENCIES**

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Listed below are the Critical Task Success Competencies. These competencies are listed by the order of the talent you display for paying attention to and valuing them. The first talent is your strongest, followed by the rank order of the remainder of the competencies.

<b>Rank</b>	<b>Description</b>	<b>Strength/Development</b>
1	Is willing to be creative and inventive.	Low Risk
2	Understands the difference between crisis issues and minor problems.	Low Risk
3	Evaluates problems from all perspectives.	Low Risk
4	Knows what needs to be done and how to get things done.	Low Risk
5	Pays attention to getting things done on time.	Low Risk
6	Takes care of daily detail work.	Low Risk
7	Knows how to set priorities and take care of them.	Low Risk
8	Does not jump to conclusions to quickly solve problems.	Low Risk
9	Responds quickly to immediate problems.	Low Risk
10	Is willing to get things done.	Low Risk

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## ***Personal Competencies Assessment*** **SYSTEM SUCCESS COMPETENCIES**

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Listed below are the Critical System Success Competencies. These competencies are listed by the order of the talent you display for paying attention to and valuing them. The first talent is your strongest, followed by the rank order of the remainder of the competencies.

<b>Rank</b>	<b>Description</b>	<b>Strength/Development</b>
1	Takes the time to keep things organized.	Low Risk
2	Pays attention to short range and long range issues.	Low Risk
3	Creates backup plans for situations when things do not work out.	Low Risk
4	Pays attention to planning and organizing.	Low Risk
5	Pays attention to consequences of decisions.	Low Risk
6	Takes time to do analyze problems thoroughly.	Low Risk
7	Pays attention to what is needed to reach goals.	Low Risk
8	Believes in and communicates a sense of meaning and purpose.	Low Risk
9	Pays attention to long range strategic issues.	Low Risk
10	Sees to it that things are done right.	Low Risk

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## **Personal Competencies Assessment**

### **SELF SUCCESS COMPETENCIES**

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Listed below are the Critical Self Success Competencies. These competencies are listed by the order of the talent you display for paying attention to and valuing them. The first talent is your strongest, followed by the rank order of the remainder of the competencies.

<b>Rank</b>	<b>Description</b>	<b>Strength/Development</b>
1	Is optimistic and believes that the best can and will happen.	Low Risk
2	Seeks help from others to improve themselves.	Low Risk
3	Believes in and communicates a sense of vision and purpose.	Low Risk
4	Sticks by a decision once it is made.	Low Risk
5	Makes decisions with confidence.	Low Risk
6	Knows how to set goals which are challenging and attainable.	Low Risk
7	Is willing to take risks for what they believe is right.	Low Risk
8	Is willing to make mistakes and learn from them.	Low Risk
9	Makes and keeps realistic commitments.	Low Risk
10	Is willing to change directions when necessary.	Low Risk