

NOT FOR COMMERCIAL USE



JOB PROFILE

EXCLUSIVE REPORT

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THE ANALYZED POSITION:

MANAGER_DEMO REPORT

**Paul
Young**

HR director

ORGANIZATION LLC.

**Maria
Alvarez**

Chief of logistics

ORGANIZATION LLC.

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Job efficiency in competencies

Employee's poor understanding of his responsibilities and emotional mismatch with the job lead to quick fatigue, low level of commitment, conflicts with management, colleagues and clients, accidents at work, decrease of motivation and work-efficiency. Employ the data of this report in order to determine the key competences of the investigated position.

- Openness and outgoingness.
- Ability to express one's ideas in an intelligible way, "sell" them.
- Ability to influence people's opinion.
- Communicative flexibility.
- Inventiveness and quick wit.
- Initiative. Pro-activeness.
- Disposition to innovations and change.
- Friendliness and responsiveness.
- Team work skills.
- Multi-functionality.
- Courage, ability to take risk, when necessary.
- Agility, quick reaction skills.
- Charisma, ability to present oneself in a creatively different way; unique personal style.
- Sense of humor and optimism.
- Absence of formalism.
- Innovativeness.
- Independence of decisions.

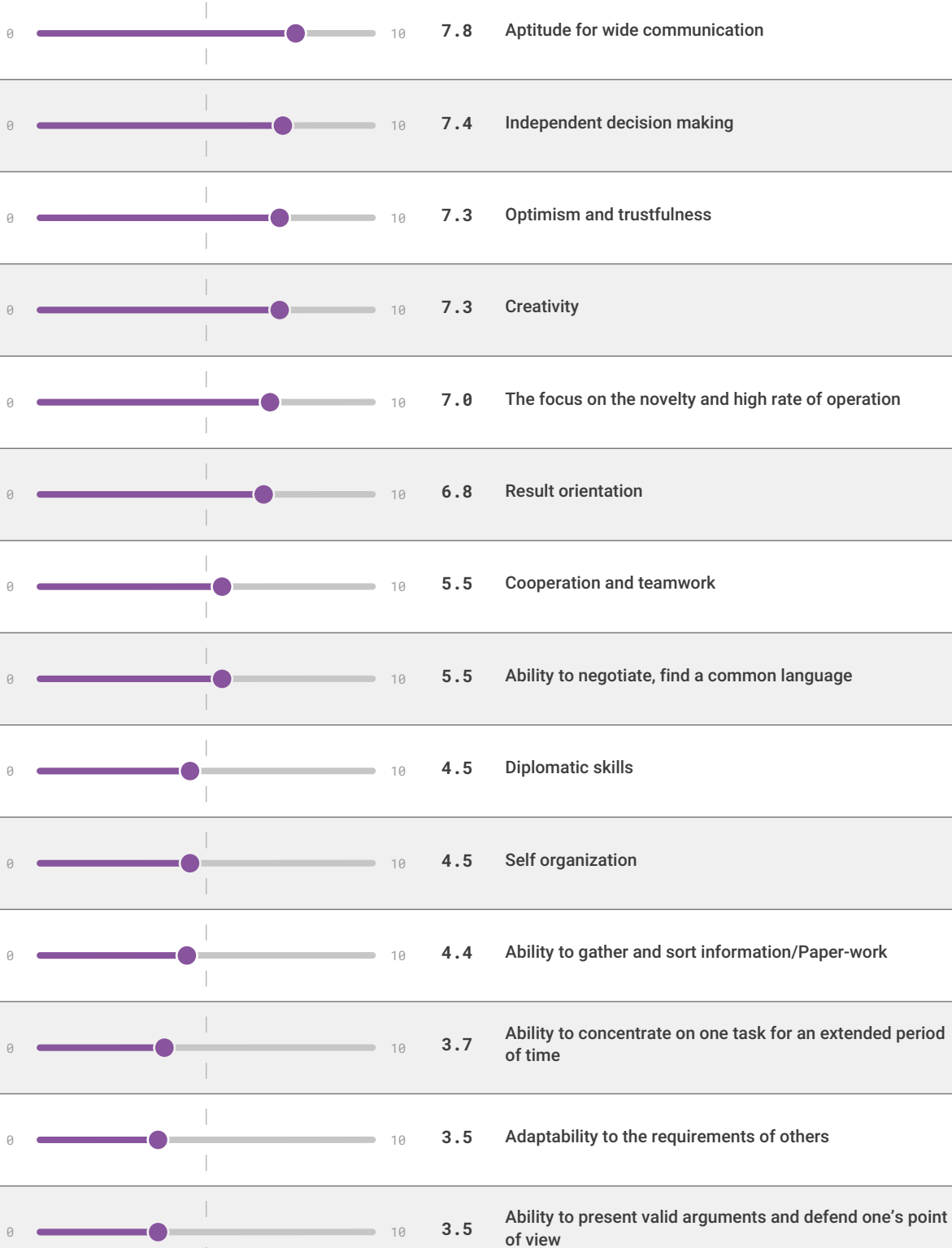




A generalized analysis of job competencies

This chapter covers the main tendencies of behavior of an individual, necessary for the post analyzed. These are the qualities that should be demonstrated on the level indicated by the employee, when he is in the situation comfortable for him, not under stress and he is not making an effort to conform to a situation.

● Job Profile





Target attitudes and psychological needs

This chapter describes provisions that an employee should consider in order to be effective at his workplace. The fact that a person possesses such goals reveals that this person is a likely and qualified candidate for the available position at the company.

- Popularity and social recognition
- Expanding of social circle
- Gaining trust and prestige
- Self realization and demonstration of one's exclusiveness
- Innovation
- Accepting a position that grants wide range of authority
- Achieving personal goals through solving collective problems
- Action; Active participation in wide range of projects
- Innovation and change
- Being in the avant-garde
- Finding original solutions to old problems
- Diversity of projects, meetings and places
- Getting emotional support from others
- Promotion of one's ideas and interests through persuasion
- Being content after reaching one's goals
- Success
- Freedom from routine duties
- Independence
- Achieving active participation of others
- Ability to act independently while having support of the team
- Comfort





Value to the organization

This part of the report lists specific skills, experiences and other attributes that a person on the Job Position analyzed could import into his company.

Based on this information, the management could locate an employee within the company's team in an optimal way.

- Socially active; orientated at communication.
- Is an excellent team-player.
- Possesses qualities of an opinion leader.
- Has a positive sense of humor; communicates with people on friendly terms.
- Successfully deals with problems involving people: resolves conflicts, encourages the conclusion of agreements between them.
- Self-confident; has his own standpoint.
- Is not afraid to talk about his feelings or things that bother him.
- Has the ability to convince.
- Has the ability to find incentives to optimize the working process of other people in the interest of the pursuing goal.
- Agile; makes quick decisions.
- Has a high self-drive.
- Enterprising and initiative.
- Is a generator of new ideas; inventive.
- Is not afraid to use innovative work approaches.
- Does not let working process turn into routine.
- Performs well as a sales-person.
- Pursues multi-purposefulness.
- Easily switches from one project to another.
- Does not lose orientation in novel circumstances.





Decision Making Style

The charts in this Chapter record the skills levels required for Positions in decision-making and problem-solving. Aspects of behavior, such as determination, risk appetite, manageability, independence and diligence are evaluated.

● Job Profile

0		10	7.4	Competitiveness/Openness to confrontation
0		10	7.3	Disposition to risk-taking
0		10	6.8	Solving problems concerning people
0		10	6.8	Quick, initiative choice
0		10	5.9	Ability to make optimal decisions under pressure
0		10	5.6	Securing and maintaining stability
0		10	5.5	Ability to find compromises
0		10	5.5	Orientation on popular decisions
0		10	4.9	Assisting others in solving mutual problems
0		10	4.5	Aptitude for active reforms
0		10	3.5	Disposition to perfectionism/Course on quality
0		10	2.8	Concentration on current day-to-day tasks
0		10	2.7	Flexibility/Dependence on other people's decisions
0		10	2.7	Careful deliberation on a problem





Proactiveness and Leadership

Data in this Chapter help determine a person in this Position's needs in developing Leadership qualities comprising a wide range of skills: from leadership style and motivation to levels of proactivity and independence.

● Job Profile





Management Style

This Chapter identifies skills set required on the Position analyzed in the area of Leadership. This skills set covers a wide range of behavioral characteristics in management and motivation.

● Job Profile

0		10	7.8	Distinguishes strengths and achievements of employees
0		10	7.4	Creates a tensed environment within a team to increase productivity
0		10	7.3	Ability to employ other people's potential for the benefit of team objectives
0		10	7.3	Encourages independence and initiative of employees
0		10	7.2	Is personally involved with employees, seeks to create team spirit
0		10	6.8	Harsh motivation of employees to achieving set goals
0		10	5.5	Is concerned with creating a positive environment within a team
0		10	4.9	Ability to calm people down and cheer them up, gain their voluntary subordination
0		10	4.9	Assesses the work of employees and provides them with objective feed-back
0		10	4.6	Ability to set clear objectives and allocate production roles within a team
0		10	4.5	Control over mistakes and shortcomings in work of employees
0		10	4.5	Commitment to system in management
0		10	3.3	Defers to the team's opinion
0		10	2.8	Concentration on routine management processes





Strategic and Systemic Vision

The level of Strategic vision and Systematic thinking required for this Position is dealt with in this chapter. Registered skills indicators give an idea of how far a person in this Position should understand the company's long-term goals and what Strategic management skills are required.

● Job Profile

0		10	7.8	Emphasis on positive aspects in the course of project development
0		10	7.4	Perspective vision.
0		10	6.8	Ability to prioritize
0		10	6.8	Consciousness of project deadlines
0		10	5.6	Application of tried-and-true, safe work methods
0		10	5.1	Grasp of the importance of divisions inter-relatedness within a company
0		10	5.1	Recognition of the role of a single project within the framework of the entire enterprise
0		10	4.5	Efficient balance between compliance with procedures and business development
0		10	4.5	Understanding the strategies of the client-company and its goals
0		10	2.7	Methodical approach to the analysis of his/her mistakes
0		10	2.4	Project risk assessment
0		10	2.2	Work with special attention to details



Job Profile - Instructions for Reading DISC Graph

INSTRUCTIONS FOR USE

The Job Profile graph is based on the DISC behavioral model and allows you to visualize its correlation with the personal style graphs of employees or applicants. It displays the required manifestation of 4 factors of Dominance, Influence, Steadiness and Compliance.

HOW TO USE THE TOOL:

- Analyze the Job Profile Graph
- Compare the Job Profile graph with the personal DISC graphs of job seekers or employees.
- Analyze the compatibility of the employee (s) with the Position
- Evaluate the correctness of the adaptation of the employee regarding the Position Profile
- Recognize and prevent stress "I am Work"
- Outline strategies to improve the interaction of one employee or a group of employees with the Position
- Rate the staffing of the team

If you are faced with the task of analyzing the dynamics of the whole team and get the helicopter view of the interaction in the team in relation to the requirements of the Position, it will be useful to resort to the Rose INSUNRISE® tool by comparing the style indicators of the Position and the group of employees you are interested in on the field of one pie chart, having seen the alignment with bird's-eye view (helicopter view).

This technique will allow you to quickly identify the balance of power, staffing levels, conflict zones that exist between people. You will also have the opportunity to determine where exactly the interaction and understanding between team members can be improved.

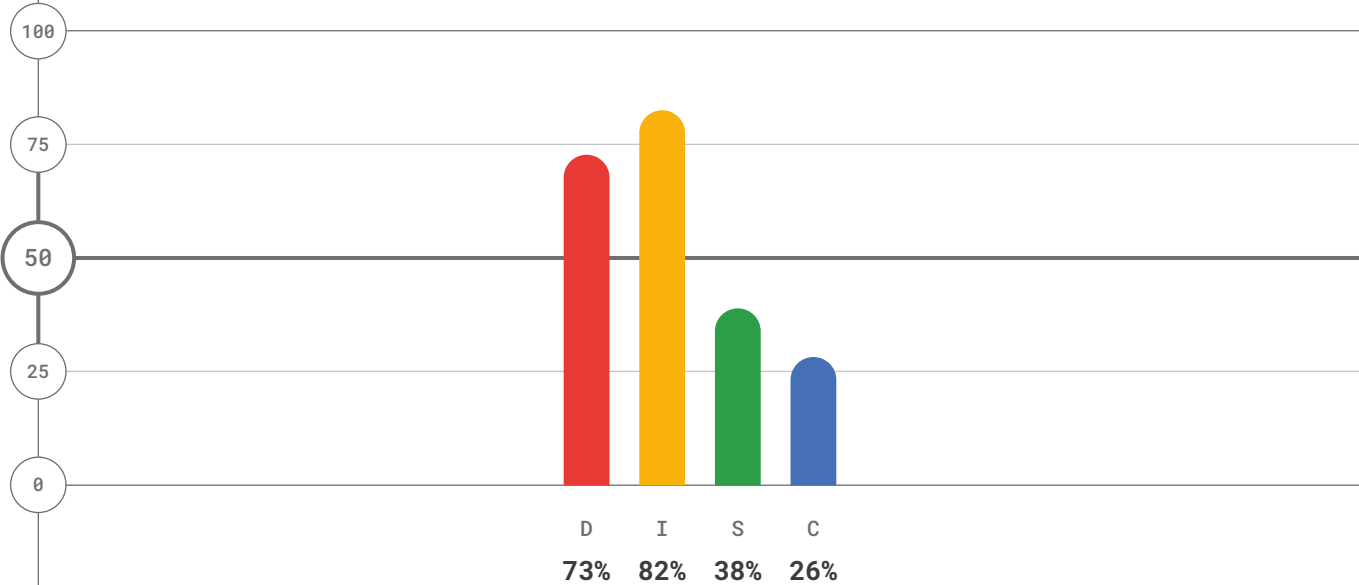
Use only the best tools for measurable results!

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JOB STYLE - DISC Graph

Job Position Graph



behavioral role

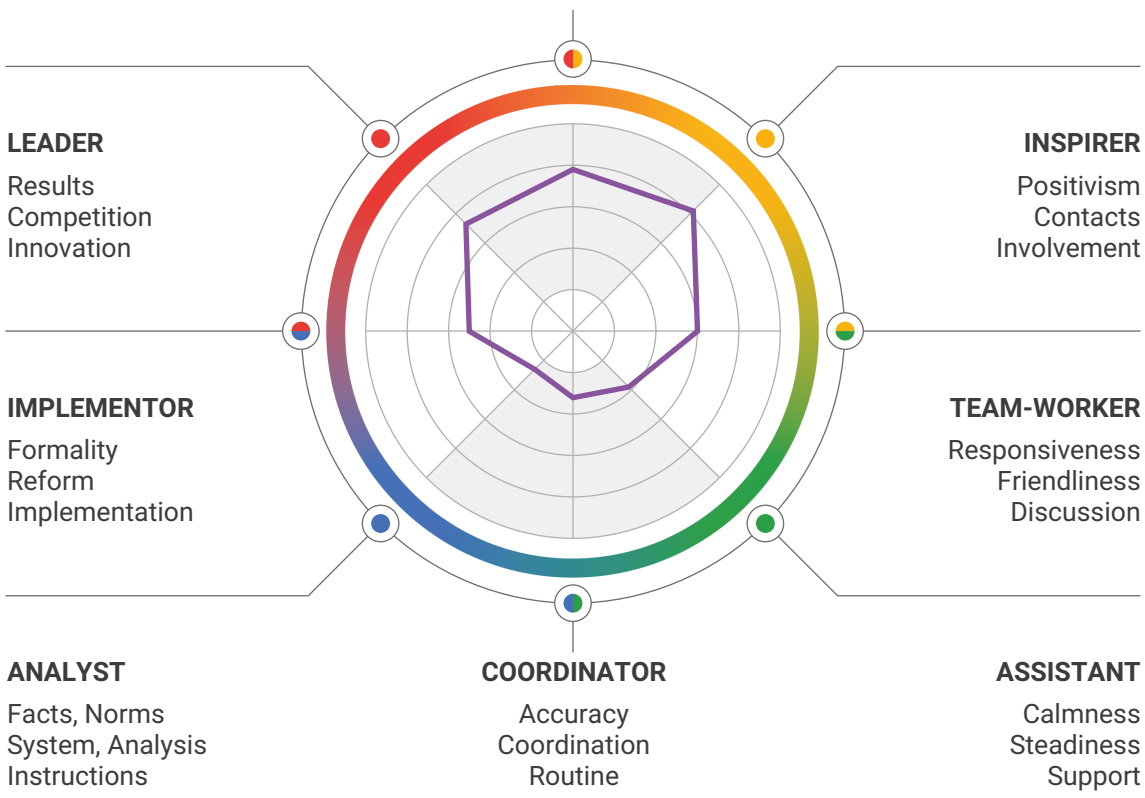
PERSUADING LEADER

Job Profile



INITIATOR

Initiative, Influence, Motivation, Change



LEADER
Results
Competition
Innovation

INSPIRER
Positivism
Contacts
Involvement

IMPLEMENTOR
Formality
Reform
Implementation

TEAM-WORKER
Responsiveness
Friendliness
Discussion

ANALYST
Facts, Norms
System, Analysis
Instructions

COORDINATOR
Accuracy
Coordination
Routine

ASSISTANT
Calmness
Steadiness
Support



INSUNRISE ROSE - Instructions

INSUNRISE ROSE is Helicopter view diagram and a powerful multifunctional tool that can be applied independently or combined both, with the individual or Job Profile reports.

It was developed on the basis of DISC behaviour model in order to help visualize the Job style on the field of a DISC diagram and thereby simplify its comparative analysis with employees styles.

WHAT TO DO

1. Correlate Position Indicator (the square in the Rose field) with corresponding descriptions in that sector. If the Indicator is shifted to the center, you should take into additional account descriptions in the diametrically opposite sector.
2. Place Natural Profiles (circle) and Adapted (triangle) behavior of the candidate you are interested in in the Rose field (see Personal style report) to determine their distance from Position Indicator (square). Their remoteness will indicate existing or potential stress of the "I am my work" type, which reduces productivity and motivation.
3. To facilitate decision-making on intra-frame movements, it is sufficient to combine Employee Profiles and Job Profiles in the field of the same Rose. Analysis is carried out according to the principle described in paragraph 2.

It is well known that firms hire employees based on their qualifications, but are fired, in most cases, because of personal qualities that do not suit the organization (the so-called "human factor"). This is the most important argument in favor of preliminary testing of behavioral characteristics of people for positions.

NOTE THAT:

- No position on the Rose is better or more profitable than any other. It is important how this or that behavior is required for the position analyzed.
- Each position of the Rose allows for adaptation and interaction.
- Each position of the Rose has its own strengths and weaknesses.
- Our aim is to clarify and fix this information so that the applicant can consciously approach adaptation in their behavior.



INSUNRISE Rose® - Job Profile

