

# Career Mapper

**CONFIDENTIAL**

**A Career Mapper Report For**

**Mr. John Sample**

8/4/2004

**Distributed By:**

Active Quality Recruitment Limited  
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Career Mapper provides additional information about how you might relate to job expectations in work. Employers do have specific requirements which are relevant only to their situation. This means Career Mapper is a powerful guide - it is not to be used as a recruitment or selection tool.

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# Understanding This Report

John Sample

## Introduction:

All of us are capable of being good at a wide range of jobs and careers. Career Mapper helps you to be aware of your abilities, interests and personality - and identifies jobs for which you might be a good match.

This report does not take into account all the factors which are important in choosing a career - such as health, experience, skills, qualifications, etc. The Life Planning Guide helps you to marry this report to that kind of information.

It might be that some jobs identified will not appeal to you - others may surprise and interest you. This is a good thing - the aim is to widen your horizon.

## The Report provides information on:

**Your Abilities** - compared to the general working population. This is not a measure of intelligence. It measures your ability to understand and use numbers and words and to think and visualise in 3 dimensions. This indicates how quickly you learn, understand and use new information. The scores are combined to give a general ability measure.

**Your Interests** - in working with people, data (facts, statistics, etc.) and things (machinery, tools, etc).

**Your Personality** - 12 scales on the themes of Independence, Conscientiousness, Extraversion and Stability. All are of major interest to all employers.

**Working Characteristics** - measuring your attitude to risk, to change and to the world of work as well as to work itself. Also indicates your preference for pay structures.

**Your Possible Careers** - providing you with a list of prospective careers that match your personal profile of abilities, interests and personality traits.

# What Are You Like

## John Sample

This outline explains the results of your Career Mapper Assessment. These results tell you the best opportunities for your abilities, interests, and personality. This information will improve your employability profile and your CV. Above all, any job application will have better impact when you refer to this outline.

You have outstanding verbal ability. Your skill with words will help you to do most paperwork extremely well. Any tasks that involve reading and writing should be easy. For you, text is easy.

Your numerical ability is also above average. You have strong skills for work with numbers. Complex spreadsheets, budgets, or data tables will be right up your street.

Regarding your spatial ability, your skills are the same as most people's. With your satisfactory spatial skills, you will be able to follow diagrams, to estimate space requirements, and to understand drawings and plans.

With your good general ability, your job performance should be above average. When you can use your superior skills with words and numbers, you will learn quickly. For spatial tasks, you might need a little more time to develop confidence but you can rely on your average ability to work with shapes.

You will likely perform best in a fairly stable environment with an easy rate of change.

You are truly interested in working with people and things. With these better-than-average motivations, you will prefer direct contact with others and hands-on work with tools or equipment.

Generally comfortable with facts and figures, you are moderately interested in data. You will be fairly motivated for basic data management tasks.

Your good motivations give you enthusiasm for many tasks. Meetings, supervision, and teamwork will appeal to you. Computer tasks such as e-mail, inbox management, virtual meetings, and work on the Internet would make good use of your combined attention to people and technology.

You are highly assertive and competitive. You tend to be single-minded and determined--you play to win and you hate to lose. These attitudes mean that you are usually good at getting things done.

You deal with confrontation head-on. Although you are aware of other people's feelings, you can readily give negative feedback and constructive criticism. In open discussion, you speak your mind without fear of argument.

Your forceful assertiveness gives you an edge for leadership. You will work hard to reach your goals.

At work, you are reasonably organized, tidy, and responsible. Although you like to do the best job in the quickest way, you are flexible and willing to follow directions. On the other hand, if plans go off the rails, you can "think on your feet" and should react fast when necessary.

You don't need detailed plans for everything and you deal with routine tasks as well as unexpected events. You may prefer to keep things as they are rather than change for the sake of change.

# What Are You Like

## John Sample

You are highly extroverted and exceptionally sociable. You rarely need to be by yourself and you do well when surrounded by others. You believe that the more people involved the better the outcome.

In a group, you can act as an observer yet you are much more likely to be the centre of attention. While you might hold back and keep quiet during "strictly business" events, you are really remarkably outgoing and lively.

You like excitement at work. A variety of tasks suits you much better than repetitive duties. You thrive on meeting new people and exploring new ideas.

You tend to act impulsively with little concern for risk, but you usually get a second opinion before taking a chance.

Sensitive to others' moods but not easily upset yourself, you usually act appropriately at work. Unfair criticism is hard to take but you tend to stay calm and you can cope with tension. Because you are not overly bothered by ordinary "give and take," you don't let stress stop you from reaching your goals.

With your remarkable patience and coping skills, people who don't know you well could wonder if you care enough. Less scrupulous people might even try to take advantage of your tolerance.

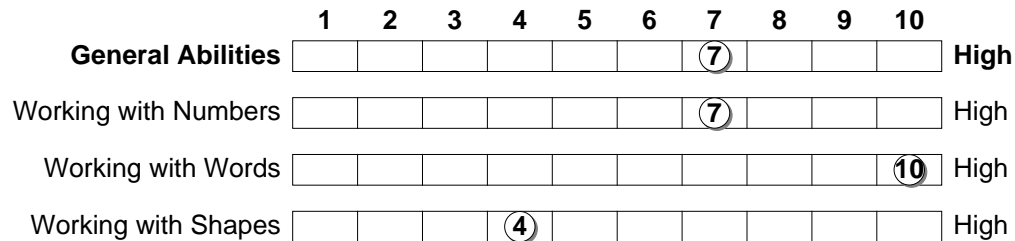
Ideally, you should work on demanding, high-pressure projects that require dealing with people openly and objectively. Whether responding to a crisis or carrying out routine tasks, John Sample will work well under most pressures.

# Your Personal Profile

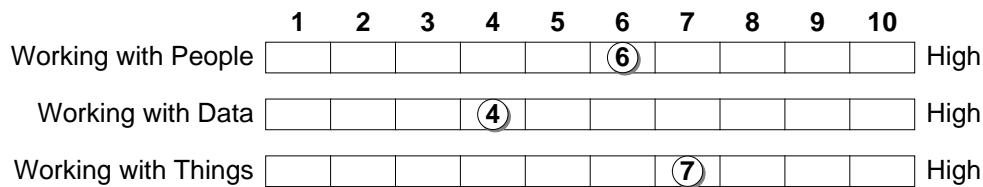
John Sample

**THE STEN GRAPH:** This provides you with an overall summary of your personal characteristics.

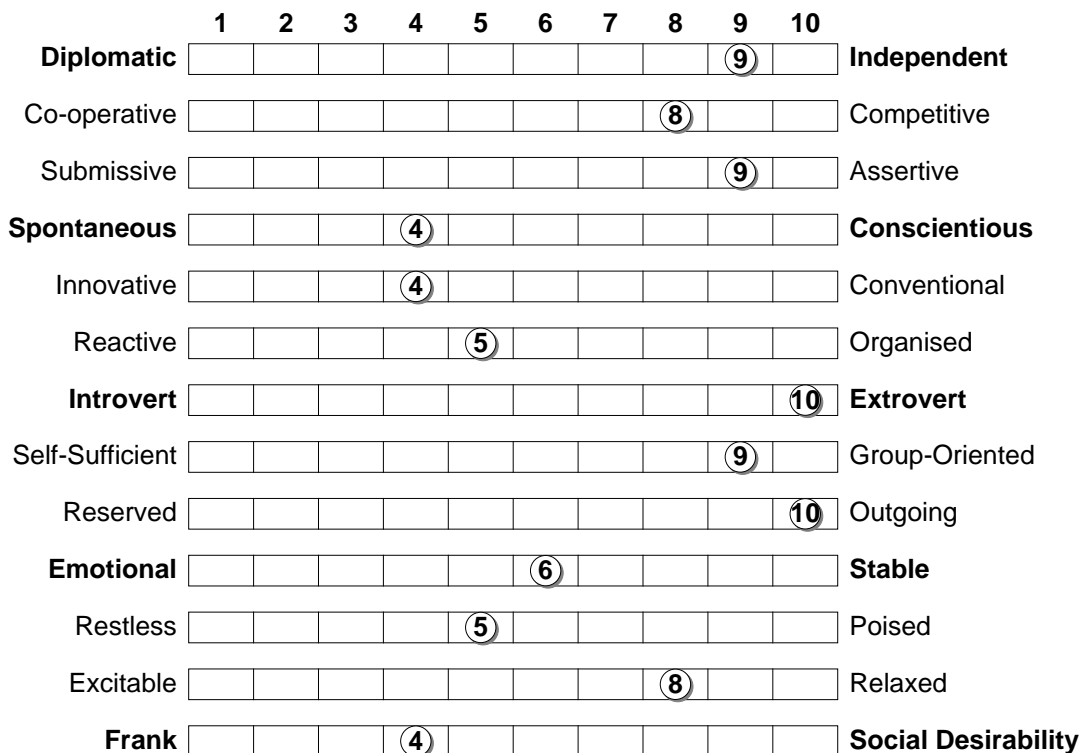
## Abilities



## Motivation/Interests



## Personality



# Your Individual Traits

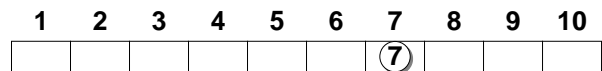
John Sample

Your Individual traits as determined by Career Mapper are set out in more detail on the following pages.

The 1 - 10 scoring scale used throughout the Career Mapper Assessment is called a sten scale. Sten simply means the standard tenth of a normal bell curve. Approximately 16% of the population would have sten scores in the 1 - 3, and 16% in the 8 - 10 ranges. The other 68% of the population will score in the middle ranges 4 - 7.

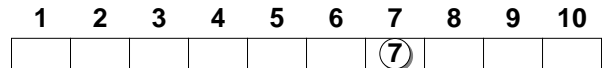
## General Abilities

You scored in the high average range of General Ability. You are at a level of speed and accuracy typical of the top third of your fellow workers when handling information, reasoning and solving problems. Your learning faculty is reasonably quick and you will absorb new information with little difficulty. Changing job requirements should not affect your ability to perform.



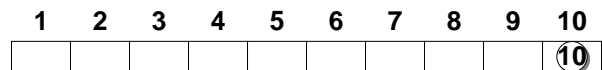
## Working with Numbers

You are in the high average range for Numerical Reasoning. This is typical of employees who are skilled and competent in reasoning with information derived from simple numbers.



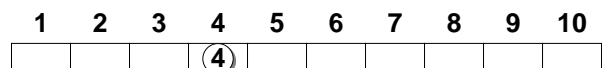
## Working with Words

This indicates the highest level of ability to use language as a vehicle for reasoning and problem solving. You are in the top percentile of the general working population in your use of written language.



## Working with Shapes

Your score indicates an average skill in spatial ability. You have a normal level of speed and accuracy when reasoning with information that involves thinking about manipulating shapes and objects.



# Your Individual Traits

John Sample

## Working with People

You show an average level of interest in work that involves dealing with people. You are likely to prefer jobs requiring a reasonable degree of contact with others and would not be happy working on your own for extended periods of time.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Working with Data

You have a below average level of interest in working with data. You would not necessarily feel the need to work with data to form the major part of your job.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Working with Things

You express an above average level of interest in work that deals with inanimate objects such as machinery, tools and equipment.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Diplomatic / Independent

You are independent and have a strong desire to reach goals. This is accompanied by a willingness to argue and debate and a determination to express your point of view. Such people can be skeptical and hard-headed at times.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Co-operative / Competitive

You describe yourself as a hard driving competitor with a strong, individual need to win. You have less concern to win as part of a team.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Submissive / Assertive

You are forthright, assertive and outspoken. You prefer to take control. Such people tend to be unafraid of debate, and will readily put forth their own views.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

# Your Individual Traits

John Sample

## Spontaneous / Conscientious

You are both flexible and spontaneous, therefore, you can work well with change and innovation. Occasionally somewhat disorganised, you will need to be reminded of the framework in which you are operating.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Innovative / Conventional

You see yourself as someone who is somewhat adaptable to change and innovation. You will seek new methods to solve problems.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Reactive / Organised

You are somewhat organised but can respond to spontaneous and unpredictable events. You could be described as a person who is orderly, while able to cope with the unexpected.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Introvert / Extrovert

You are a very sociable and talkative person who seeks excitement. In fact, you may be happiest when the centre of attention, seeking out people for fun, entertainment, company and stimulation. Others will see you as a very high-spirited and impulsive individual.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Self-Sufficient / Group-Oriented

You are a sociable person who prefers to be with other people in a lively environment. A quiet time is the exception rather than the rule. You are usually found at the centre of groups or social activities, and are happiest working with others.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Reserved / Outgoing

You are an outgoing, talkative individual who needs to be the centre of attention. As such, you enjoy a risky, action-packed, and challenging life. You act impulsively and quickly become bored with repetitive work.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

# Your Individual Traits

John Sample

## Emotional / Stable

In most situations, you will accept people in a calm and stable manner. In general, you are secure in yourself, remaining quite relaxed under moderate stress.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Restless / Poised

You have a degree of sensitivity toward the feelings of others. You remain calm and poised in the face of most circumstances that are unpleasant.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Excitable / Relaxed

You are a relaxed, easygoing individual who copes well with most of life's pressures. You are likely to be accepting of people and to be generally trusting. For the most part, people like you are able to keep their troubles in proportion and not worry unduly.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Social Desirability

Given this level of score, there is every reason to believe that you have presented a reasonably frank picture of yourself in your responses to the questions in this assessment.

1	2	3	4	5	6	7	8	9	10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Your Working Characteristics

John Sample

These Working Characteristics are often very important issues in identifying the kind of work you will enjoy doing.

This part of your Career Mapper Report uses information from the personality profile to address the following questions.

## How do I prefer to be paid?

Prefers Salary     Prefers Bonus

- You will prefer striving for performance-based remuneration rather than being on salary.
- You enjoy taking chances and will like the excitement of bonus or commission work.
- You will find ways to get around obstacles, even if that requires bending the rules a bit.

## Do I live to work or work to live?

Works to Live     Lives to Work

- Home, family and leisure activities will likely be more important to you than work.
- If there is a conflict between home and work, your personal life will likely take priority.
- Your various leisure activities may make you better able to deal with a greater variety of business problems.

## Are you likely to make risky decisions?

Not Risk Inclined     Risk Inclined

- You are inclined to be daring and impulsive, sometimes without considering the consequences of your actions.
- You will be inclined to believe that "the end justifies the means", and will not be overly concerned about the downside of your actions or decisions.
- You are probably a confident person with good social skills, which are vital assets in business.
- Your naturally venturesome behaviour could add creative impetus to your job performance.

# Your Working Characteristics

John Sample

**Do you prefer to work in changing circumstances or in a set routine?**

Prefers Routine     Prefers Change

- You enjoy change and value innovation.
- You will look for new ways to do routine tasks.
- You like to take control of events and will react proactively to new trends.
- You could seek change for its inherent excitement, rather than because it is necessary.

**How do you perceive and approach problems and events?**

Sees Drawbacks     Sees Opportunities

- Where others might see risks, you generally see opportunity.
- For you, the business world will be an exciting place with little to fear.
- You will not likely consider that speed might cause errors and will tend to act quickly.
- Usually you will be optimistic about new ventures and eager for new ideas.
- You tend to trust others and will give them the benefit of the doubt.
- You will readily try novel ways to improve job performance and productivity.

# Careers Which Might Fit You

John Sample

Career Mapper compares the results of your evaluation with the requirements for a variety of jobs described in Occupations 2000. The percentages indicate the degree to which your results match each of the occupations. They are listed in descending order by percentage of match.

<b>Occupational Title</b>	<b>Career Compatibility</b>
Sales Representative	82%
Interpreter	81%
Further Education College Lecturer	81%
Administrative Assistant - SA	80%
Stockbroker	78%
Sports & Leisure Centre Manager	78%
Sales Manager - SA	78%
Psychometrist - SA	78%
Personal Assistant to Chairman - SA	78%
Market Trader	78%
Health Service Manager	77%
Business Development Manager - SA	77%
Store Manager	76%
Politician	76%
Home Economist	76%
Employment Agency Consultant/Interviewer	76%
R&D Manager - SA	75%
Medical Representative - SA	75%
Marketing Manager	75%
Management Consultant (Senior) - SA	75%
Human Resources Manager - SA	75%
Publican	74%
Musician	74%
Journalist	74%
Trading Standards Officer	73%
Royal Navy/Officer	73%
Road Transport Manager	73%
Risk Manager - Re-insurance - SA	73%
Restaurant/ Catering Manager	73%
Registered Midwife	73%
RAF Officer	73%
IT Sales Co-ordinator - SA	73%
Barristers Clerk	73%
Investment Analyst/Fund Manager	72%
Dispensing Optician	72%
Organisation Development Consultant - SA	71%
Operational Researcher - Television	71%
Management Consultant (Junior) - SA	71%
IT Facilities Manager - SA	71%
Hotel Manager	71%

# Validity

John Sample

## VALIDITY INTRODUCTION:

- The rules for identifying patterns of responses in the Personality Section of the Career Mapper Assessment which might be "invalid" include systematic, but non-meaningful response patterns, omissions and excessive use of the "B" answer option. Systematic, but non-meaningful response patterns occur when the distribution of the responses differ from the norm and are considered unusual. The omission rule occurs if more than three responses are omitted in a given scale, making the results appear more average than they are. The "B" answer rule is affected by the total number of "B" responses selected. You had a choice of an "A", "B", or "C" for every question in the Personality Section of the Career Mapper Assessment. The second option, the "B" choice, is always an unsure or in-between answer.

## VALIDITY COMMENTARY:

- The total number of "B" responses that you chose in the course of completing the Career Mapper Assessment Questionnaire, including questions that were not answered, was 7.
- This number of "B" choices is within acceptable levels and the results of the Personality section of this report had meaningful response patterns. Therefore the data presented in this Career Mapper Assessment can be considered accurate and reliable.

The use of the Career Mapper Assessment helps to ensure that people are assessed without regard to race, colour, religion, sex or national origin. The Career Mapper Assessment was designed and developed to conform with the human rights legislative and best practice requirements prevailing in the various countries where the Career Mapper Assessment is distributed. This includes the EEOC Guidelines, the Americans for Disabilities Act and the standards for test development and administration published by the American Psychological Association, the British Psychological Society and the Association of Test Publishers.



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