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# TotalView Report

- Selection
- Coaching
- Individual
- Succession Planning
- **Working Characteristics**

on

**Mr. Bob Sample**

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# Working Characteristics

## Bob Sample

This report provides additional information on certain Working Characteristics of Mr. Sample. This summary will be significant for Managers, Supervisors, and Human Resource Professionals. The Working Characteristics are derived from personality traits as referred to in the TotalView Assessment. Distinct from the TotalView Benchmark, these work-related features help to answer questions such as:

- 1. Is Mr. Sample inclined to take risks?**
- 2. Does he live to work or work to live?**
- 3. Does he prefer a fixed salary or flexible income?**

This information, in conjunction with the TotalView Assessment and the job interview, previous work history, and a background check, will assist with human resource decisions regarding Mr. Sample.

### Working Characteristics Summary

<b>How does Mr. Sample want to be paid?</b>	Prefers a basic salary with a modest bonus or commission plan.
<b>How important is work to him?</b>	Puts a very high value on work and on being employed.
<b>Does he make risky decisions?</b>	May prefer swift and novel solutions but will curb this tendency if circumstances demand sound planning.
<b>How does he deal with change?</b>	Prefers routine work with a well-defined schedule.
<b>What is his perception of the World?</b>	A well-grounded individual who is inclined to hold pessimistic views.

# Working Characteristics

## Compensation Preference

This Working Characteristic identifies whether Mr. Sample is more motivated to work by either performance-based remuneration or a fixed wage or salary. This helps to determine if he will be satisfied with the remuneration this position offers. It will also expedite the design of a compensation package that will encourage his best performance.

**Is Mr. Sample better motivated by fixed salary or by an incentive remuneration program?**

<b>Prefers Salary</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Prefers Bonus</b>
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- Mr. Sample prefers the security of a fixed salary to dependence on bonus or commission.
- He will cope better with events that could adversely impact his profit share if the bulk of his earnings are salary-based.
- His generally careful approach makes him especially competent for projects requiring calm, steady leadership.

## Focus on Work

This Working Characteristic provides information on the importance of work for Bob Sample. Some people define themselves by their work. They are often labeled workaholics. Others see work as a means to an end, rather than an end in itself. While such differences are not a function of personality, they are related to it. This Working Characteristic is particularly significant for assessing whether Bob Sample will fit with the culture of the workplace or with the team that he may be assigned to.

**Does Mr. Sample live to work or work to live?**

<b>Works to Live</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Lives to Work</b>
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- Bob Sample probably defines himself by his job.
- He puts strong emphasis on professional accountability.
- His leisure and social activities may be related to his career.
- Domestic arrangements will usually be changed in preference to altering his work schedule.
- He greatly values work and being employed.

# Working Characteristics

## Tolerance for Risk

This Working Characteristic indicates the likelihood of Mr. Sample engaging in risky behaviors or actions. This attribute will be relevant in determining whether he can accommodate the decisions required in this job. It also provides insight regarding his fitness to be a member of an existing team.

**Is Mr. Sample likely to make risky decisions?**

Not Risk Inclined     Risk Inclined

- Bob Sample may prefer swift and irregular solutions, but he will curb this tendency if circumstances demand sound planning.
- He is inclined to operate on the premise that "the end justifies the means", but he rarely behaves recklessly.
- Generally, he will avoid spontaneous decisions and will want to balance risks with benefits.
- Team members will approve his willingness to make quick decisions and his ad hoc approach to problem-solving.

## Preference for Change

Good performance in some jobs requires quick response to fast changes, but efficiency in other positions depends on tolerance for routine and working carefully at a steady pace. This Working Characteristic explains where Mr. Sample fits on the continuum between these diametric requirements.

**Does Mr. Sample prefer to work in rapidly changing circumstances or with a set routine?**

Prefers Routine     Prefers Change

- Routine work with a well-defined system suits Mr. Sample very well.
- He is reserved and likes to do things "by the book".
- He will likely find change difficult to manage.
- He may have difficulty coping with personnel changes, reorganization, and downsizing or expansion.
- He will probably adapt old methods to new demands rather than devise new procedures.

# Working Characteristics

## Perception of the World

Bob Sample's attitude to day-to-day events in the workplace is important to his overall job performance. This Working Characteristic identifies whether he will approach problems and issue with optimism or with caution. The job itself defines which approach is appropriate.

**How does Mr. Sample perceive and approach problems and events?**

Sees Drawbacks

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Sees Opportunities

- Bob Sample is a well-grounded individual who is inclined to hold pessimistic views.
- He sees the world as containing some dangers but not as a hostile place.
- He might be anxious about expressing negative opinions, but he would not hide his concerns.
- He will proceed cautiously with new and potentially risky ventures.