

PROFILES

# Step One

SURVEY



## *Confidential Report*

**Thomas Trouble**

Wednesday, February 5, 2003

**The EFFECTUS Group  
1358 Fox Valley Dr.  
Greely, Ontario K4P 1P9  
(613) 821-6187**

## SOS REPORT

These results shall not be construed as a recommendation to hire/not hire this individual in a pre-employment situation. The administrator must check previous work records, job skills required, current status, and personal references. Where safety of other workers or the public is of concern, a drug test should be administered, criminal background checks obtained, and a physical should be administered by a qualified physician. The scoring mechanism utilized to produce this report does not measure political opinions or whether an individual has a tendency to commit violent acts, has any type of psychotic condition, or is sexually deviant, and can not be used for purposes of identifying political views or predicting these types of behaviors/conditions.

The Distortion Scale deals with how candid and frank the respondent was while taking this assessment. The range for this scale is 1 to 9, with higher scores suggesting greater candor.

The Distortion Scale score on this assessment is **9**

**Section I**

- (1) Mr. Trouble has never applied for a position at this company.
- (2) Mr. Trouble is presently employed but says that he does not like his job.
- (3) Thomas has been working in his present position (or worked at his last position) for between one and three years.
- (4) Mr. Trouble states it MAY BE "easy" to steal merchandise/goods at his present (or last) job.
- (5) Mr. Trouble reports that his most recent monthly salary has been between \$1251 and \$1700.
- (6) Mr. Trouble states he will be ready to go to work tomorrow.
- (9) Thomas states he has observed other workers using illegal drugs in the workplace.
- (11) Mr. Trouble ADMITS HE HAS BEEN FIRED DUE TO CONFLICTS WITH OTHER WORKERS AND/OR SUPERVISORS.
- (12) Mr. Trouble doesn't know if his previous employer would hire him back if a position was open.
- (15) Mr. Trouble has taken 1 to 3 unauthorized days off in the past year.
- (16) Thomas states in his opinion, MAYBE employers should be concerned about illegal drug use in the workplace.
- (17) Mr. Trouble HAS BEEN LATE TO WORK 4 TO 6 TIMES IN THE PAST YEAR.
- (18) Thomas ESTIMATES THE VALUE OF ALL THE THINGS HE HAS STOLEN IS UNDER \$100.
- (20) Thomas states his supervisor NEVER ALLOWED him to complete and forward work without the supervisor's final approval.
- (21) Thomas states he could not work overtime if requested to do so on a moment's notice.
- (22) It would not bother Thomas to work for a woman supervisor.
- (23) Mr. Trouble CAN'T REMEMBER IF HE IS ON PAROLE OR UNDER COURT-MANDATED PROBATION.
- (24) Mr. Trouble feels his supervisor on his present (or last) job will rate his performance as good.
- (25) Mr. Trouble's opinion is that dress and appearance are important in the work environment.
- (26) Thomas has NOT supervised the work of others in any previous positions.
- (28) Mr. Trouble sees no problem taking a drug test for illegal drugs if it is company policy.
- (29) In the past, when Mr. Trouble had problems with his supervisor, he kept working but started looking for another job.
- (30) Mr. Trouble CAN'T REMEMBER IF HE EVER FILED A FRAUDULENT MEDICAL CLAIM.
- (31) Mr. Trouble ESTIMATES THE MONEY HE HAS LOST GAMBLING WOULD ADD UP TO BETWEEN \$100 AND \$250.
- (32) Thomas NEEDS TO IMPROVE IN AREAS NOT LISTED IN ANY OF THE QUESTIONS.
- (33) Mr. Trouble CURRENTLY SMOKES MARIJUANA ON SPECIAL OCCASIONS.
- (34) Mr. Trouble considers himself "the best" at what he does at work.
- (35) Thomas states he has moved his residence 2 to 3 times in the past 5 years.
- (37) Mr. Trouble would NOT be willing to take a part time position, he needs full-time work.

**Section I**

- (38) Mr. Trouble feels that "casual" use of illegal substances on weekends DOESN'T affect a person's performance on the job during the work week.
- (40) Mr. Trouble states the chances are "VERY LOW" that he will be moving out of the area within a year.
- (41) Thomas has worked for another company in the same type position he is applying for at this company.
- (43) Thomas states he left his last position because he was laid off.

## Section I

### VERBAL INTERVIEW SUGGESTIONS

Before asking the applicant these questions...

The Equal Employment Opportunity Commission's Title VII provisions restrict the interviewer from making inquiries which are not job related. The interviewer must avoid questions about a person's lifestyle (like sexual orientation or marital status). The Americans with Disabilities Act restricts the interviewer from asking questions about past alcohol or drug use. Inquire only about current alcohol or drug use. Example: "Do you presently use illegal drugs," NOT "have you ever used illegal drugs". Question 15 asks the applicant how many days work he/she has missed in the past year. Note there are no suggested verbal interview questions to expand the applicant's response. The answer could reveal absences due to medical conditions protected by the ADA. Therefore, it is best for the interviewer not to inquire about reasons for absences.

- (2) What is it about your job that has forced you to look for employment elsewhere?
- (3) You have been working in your present position for quite some time. It must have been a hard decision to decide to look for another job. Can you explain the process you went through to make that decision?
- (4) You stated it "may be" easy to steal merchandise/goods at your present (or last) job. Explain.
- (5) What do you expect to get paid for the position you are applying for?
- (9) When you observed other workers using illegal drugs on the job, what did you do?
- (11) You stated you were fired due to conflict(s) with workers/supervisors. Tell me about the circumstances leading up to this situation.
- (12) You stated that you don't know if some of your previous employers would rehire you. Tell me more about your reason for feeling this way.
- (16) Why do you feel employers should not be concerned about illegal drug use in the workplace?
- (17) You stated you were late to work 4 to 6 times in the last year. How can we be confident that if you are hired you will show up to work on time every day?
- (18) Give me an idea of the type of things you have stolen in the past.
- (20) Tell me why your supervisor always had to give final approval of your work before it was considered complete or could be forwarded to the next step in the process.
- (21) What problem would you have if we requested you to work overtime?
- (23) It seems like it could cause trouble for you if you were on parole or under court-mandated probation and couldn't remember this. Wouldn't you agree?
- (25) Tell me more about your feelings concerning dress and appearance in the work place.
- (29) You stated that when you had a problem with a supervisor you started looking for another job and kept working. Give me more details.
- (30) Tell me why you can't remember if you ever filed a fraudulent medical claim.
- (31) Tell me about the type of gambling you do. Do you gamble at work?
- (32) You indicated some other area that you need to improve as an employee. What do you need to improve?
- (33) You state that you currently use marijuana. Discuss your feelings about marijuana.
- (34) You state that you are "the best" at what you do. What makes you so good?

## Section I

### VERBAL INTERVIEW SUGGESTIONS

- (35) Usually, a person doesn't move their residence very often. Yet, you stated that you have moved 2 to 3 times in the past five years. Why?
- (38) You state that "casual" use of drugs on a weekend doesn't really affect a person during the work week. Let's discuss your attitude toward illegal drug use.
- (41) You state you held a position similar to the one you are applying for with our company. What did you like and dislike about that job?
- (43) Explain the circumstances surrounding your being laid off.

**Section II****Integrity****3**

- (74) According to Thomas, it's okay to take company tools home if he INTENDS to bring them back.
- (95) Mr. Trouble feels it MAY BE OKAY TO GIVE FRIENDS/FAMILY UNAUTHORIZED DISCOUNTS.

**Substance Abuse****4**

- (60) Mr. Trouble is UNCERTAIN which is more important: training and safety or illegal drug use by employees.
- (63) Thomas IS UNCERTAIN AS TO WHETHER ILLEGAL DRUG USE AFFECTS A PERSON'S JOB PERFORMANCE.
- (115) SMOKING MARIJUANA JUST ON WEEKENDS IS OKAY, IN Thomas'S OPINION.

**Reliability****1**

- (77) Working through his lunch break means he can go home early, according to Thomas.
- (93) Mr. Trouble states it would be okay to come back late from lunch if he finished all his work on time.
- (99) Mr. Trouble feels it's okay to take off early from work if all his work is finished.
- (105) Mr. Trouble feels it is okay to make personal telephone calls without permission as long as his work gets done on time.
- (124) Thomas was UNCERTAIN when asked if arriving 5 minutes after starting time meant he was late to work.

**Work Ethic****2**

- (67) Mr. Trouble feels that most of his problems are caused by other people's bad attitudes.
- (76) Mr. Trouble believes that some of his past supervisors "had it in" for him.
- (86) Mr. Trouble believes that supervisors "enjoy" hassling their workers.
- (88) Thomas doesn't believe you can be BOTH honest AND successful.

**Section II**

The data from Section II is summarized in the table below. Please note that the higher the attained score on each scale, the more favorable the results for that scale.

<b>SCALE</b>	Low								High
<b>Integrity</b> Adherence to moral and ethical principles acceptable in the workplace	①	②	③	④	⑤	⑥	⑦	⑧	⑨
<b>Substance Abuse</b> Attitudes deemed acceptable in the workplace and by society	①	②	③	④	⑤	⑥	⑦	⑧	⑨
<b>Reliability</b> Attitudes towards tardiness and personal dependability deemed acceptable in the workplace	①	②	③	④	⑤	⑥	⑦	⑧	⑨
<b>Work Ethic</b> Belief in the value of work and supervisory relationships acceptable in the workplace	①	②	③	④	⑤	⑥	⑦	⑧	⑨

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