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Pre-Hire 360® Feedback Report

Candidate: [NAME]

Position: HR Assistant Advanced

Survey: HR Professionals, v2

Candidate IP Address: 165.189.255.35 (Duplicate IP Address)

User: [RECRUITER NAME]

Date: [DATE REPORT WAS RUN]

Report History:

Report Re-finalized:

Report Generated:

ABOUT SKILLSURVEY:

SkillSurvey provides solutions that address critical points in the talent lifecycle to help talent management professionals contribute to their organization's business results by obtaining and applying more reliable and valid data and insight to inform their hiring processes. The company's flagship solution, Pre-Hire 360, is an award-winning, patented technology that utilizes a unique combination of behavioral science, talent analytics, and the ability to make comparisons to relevant norm groups. SkillSurvey's Pre-Hire 360 solution is scientifically proven to provide access to data that can be used to drive better hiring decisions based upon feedback provided by references on a candidate's past job performance. SkillSurvey's cloud-based software products are being used by 1,400 companies, institutions and organizations. Visit SkillSurvey at www.skillsurvey.com.

Note: The information provided in this report is based solely on Reference feedback submitted through SkillSurvey's Pre-Hire 360 solution. This report should not be shared with the Candidate.

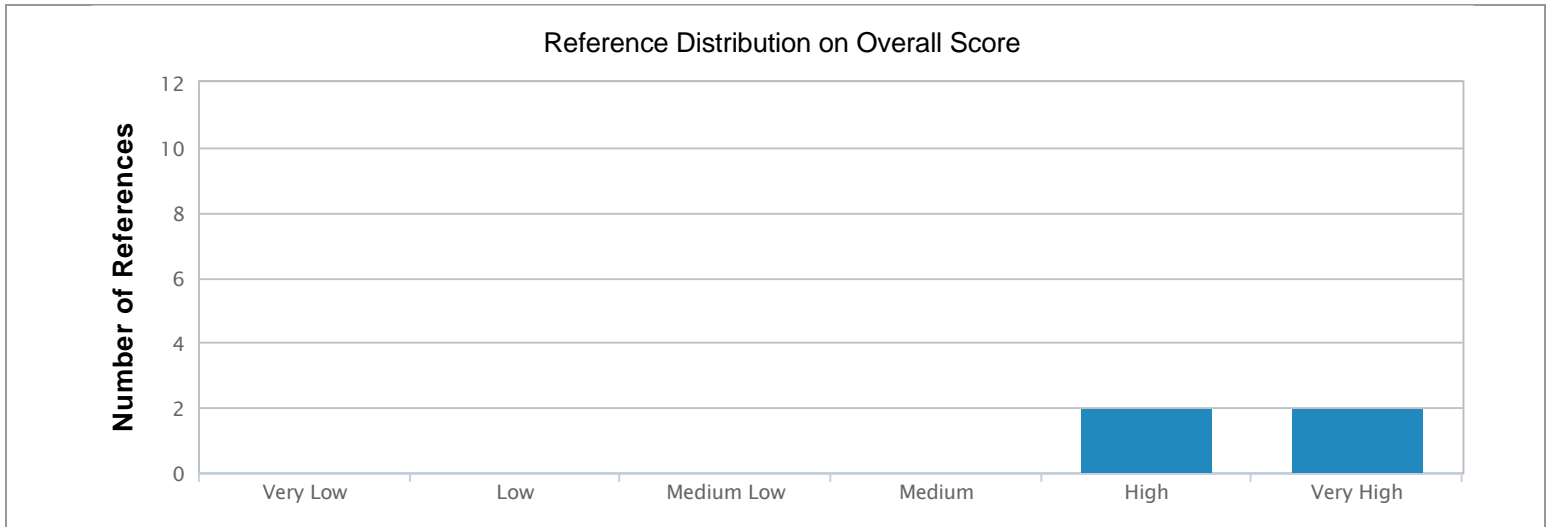
Candidate: [NAME]



Overall Score

Section I: Overall Summary on [NAME]

	Very Low	Low	Medium Low	Medium	High	Very High
<div style="display: flex; align-items: center;"> <div style="width: 15px; height: 15px; background-color: #FF8C00; margin-right: 5px;"></div> Managers </div> <div style="display: flex; align-items: center; margin-top: 5px;"> <div style="width: 15px; height: 15px; background-color: #0070C0; margin-right: 5px;"></div> All References </div>						
Overall Score						



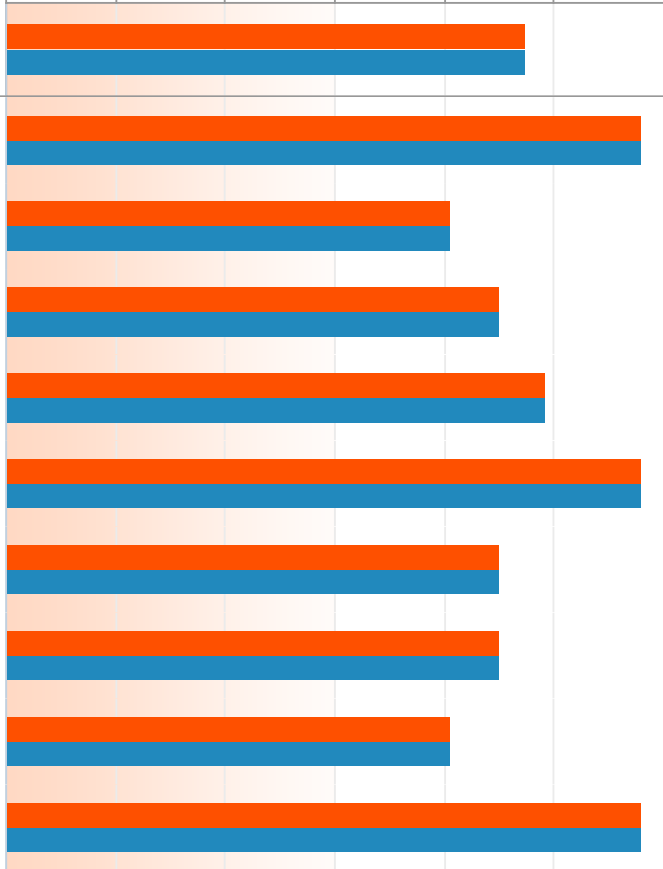
Section II-A: Detailed Competency Report on [NAME]

- Managers
- All References

Cluster 1 - Professionalism: Overall Score

Very Low Low Medium Low Medium High Very High

- a) Demonstrate dependability (e.g., report consistently, and on time, for work, appointments, and meetings) 0
- b) Show an attention to detail, resulting in few if any errors in his/her work 2
- c) Plan, execute, and manage work in a disciplined and organized way 1
- d) Possess a thorough knowledge of human resource policies, procedures, and regulations 1
- e) Use basic technology as a tool for communication (e.g., email, scheduling appointments) 0
- f) Display proficiency with HR tools and applications (e.g., those related to compensation, benefits, and applicant tracking systems) 1
- g) Stay up-to-date with new developments in relevant HR practices and technology 1
- h) Consistently meet or exceed goals 1
- i) Take responsibility for his/her actions and quality of work without blaming others or making excuses 0

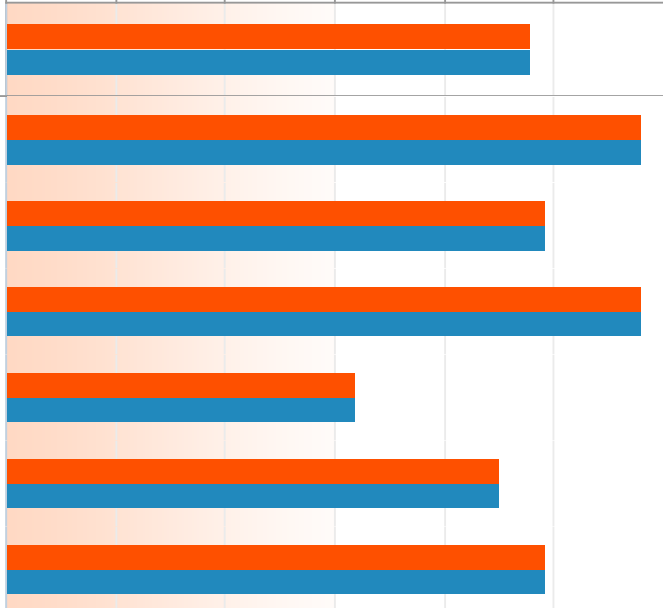


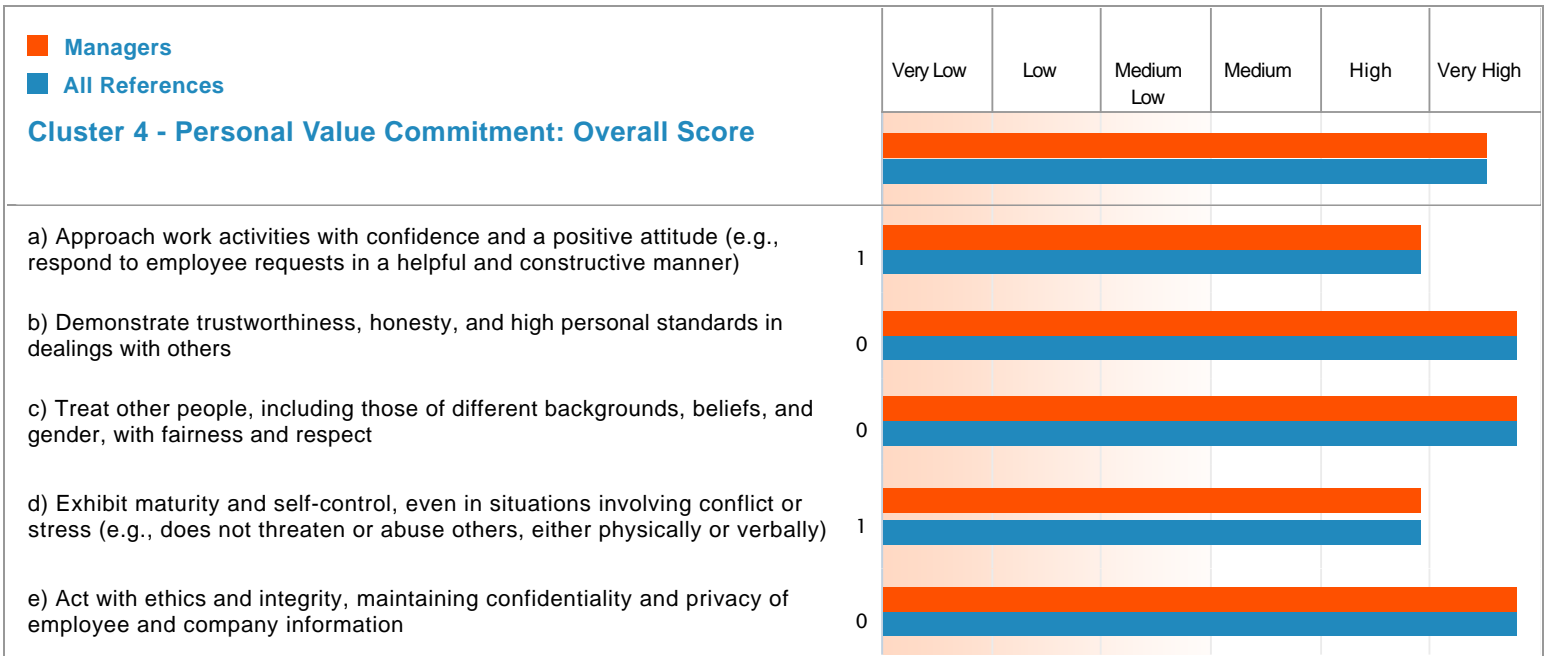
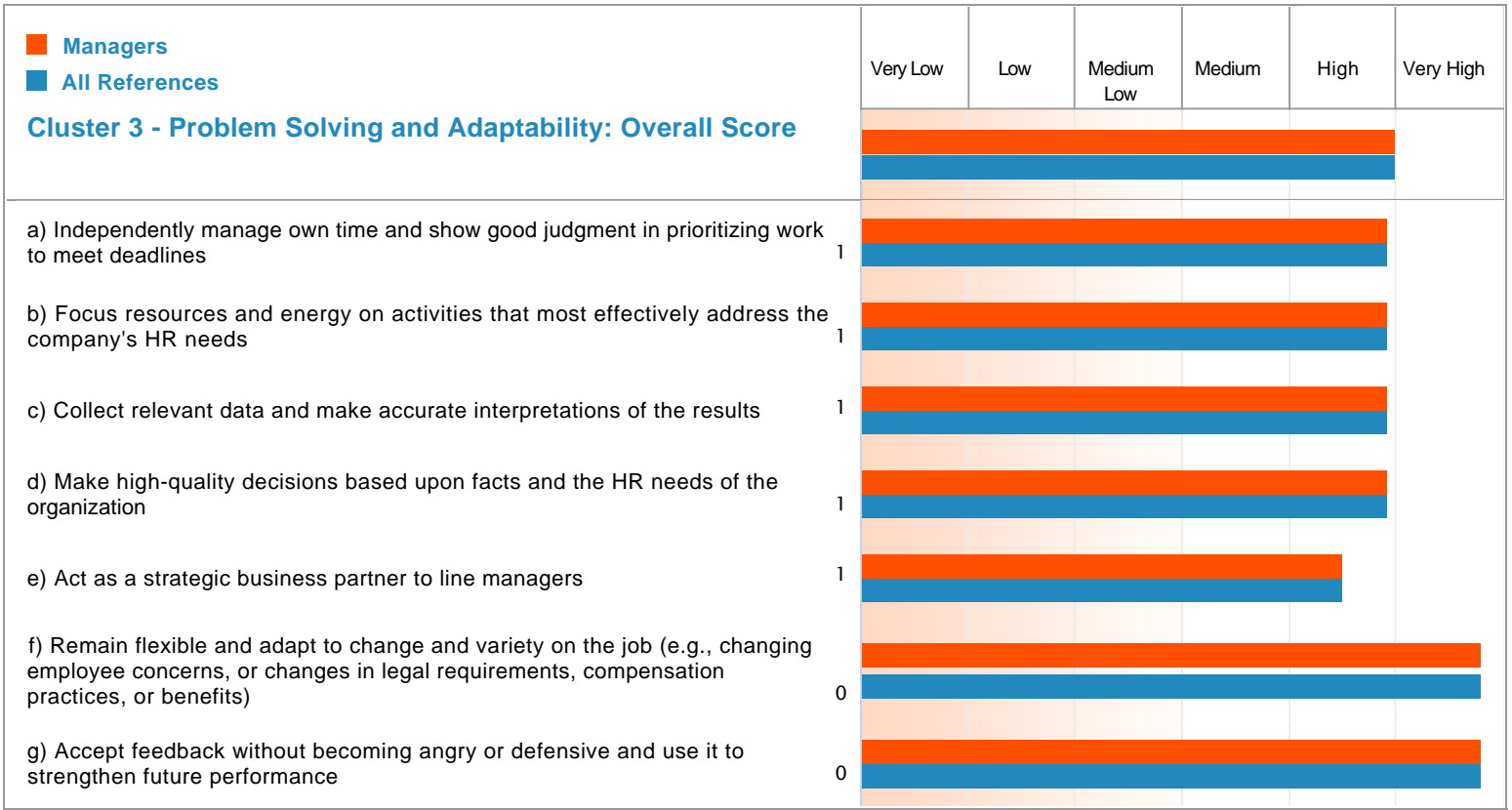
- Managers
- All References

Cluster 2 - Interpersonal Skills: Overall Score

Very Low Low Medium Low Medium High Very High

- a) Listen carefully to others, taking time to understand and ask appropriate questions without interrupting 0
- b) Build strong, positive working relationships with others (manager, peers, other coworkers) and maintain them over time 1
- c) Cooperate with others in the department to achieve common goals 0
- d) Deliver clear and concise presentations to a wide variety of audiences across the organization 2
- e) Serve as an advocate or sponsor to the company's employees 2
- f) Show diplomacy in dealing with others and effectively resolve any conflicts 1





Section II-C - Additional Feedback on [NAME]

1. Responses to the question, "Were you involved in the decision to hire this person at your company?"

Yes: 3/4 (75%)

No: 1/4 (25%)

2. Responses to the question, "Would you work with this person again in the future?"

Yes: 4/4 (100%)

No: 0/4 (0%)

Section III: Verbatim Comments on [NAME]

Note: Individual comments separated by horizontal lines

STRENGTHS:

[NAME] is trustworthy and in this field it is very important with the confidential information we deal with on a daily basis. He is a great communicator, working with a diverse group of employee's in [COMPANY] and [COMPANY]. [COMPANY] HR prides ourselves on our customer service and [NAME] is no exception. I hear often when I travel to meeting with [COMPANY] supervisors, and from other staff, he is pleasant to work with, helpful, and polite. He is an asset to the [COMPANY] HR Team. Finally, he is dependable. I can count on him to meet his deadlines and provide the Warden/Deputy Warden with information in my absence. He is an asset to this office and would be an asset for your organization. I would really hate to lose him, but I understand with his skills, moving up the chain is the only way to go.

[NAME] works to complete tasks quickly. [NAME] is an active listener and conveys employee concerns clearly and concisely. [NAME] ensures all employees are treated the same in the HR process.

1) Dedicated and hardworking 2) Reliable 3) Ethical and trustworthy

Despite the attributes explained above, [NAME] does have great attention to detail. He responds positively to constructive criticism, and wants to learn from mistakes made. [NAME] is very personable, easy to work with, and helpful to coworkers.

COULD IMPROVE:

[NAME] works at a very fast pace, working hard to get everything done. At times, this can result in less attention to the little details. He is aware of this and has made great improvements in this area. I would note many of the "little details" are my personal preferences as a manager and not necessarily anything to do with processing of the [COMPANY] recruitment efforts. [NAME], and I could probably say this about most staff, needs to become more comfortable with public speaking. He has only had to do this once in his position and he did an excellent job, but the more opportunities in this area, I believe he will become even more of an asset to an organization.

No improvement needed.

Unfortunately, my suggestions are out of [NAME] control. 1) Work in a more private setting (rather than a cubicle with others just feet away) 2) Have additional clerical assistance because of the upswing in vacancies and the additional workload. 3) Be given a more flexible schedule

I think [NAME] benefits from taking a step back and double checking before finalizing work. I think this is due to volume of work, and not necessarily ability. He also likes to take on projects/duties - he is always timely, but could take on less work and be more proficient.

Section IV: Custom Question Results

No Custom Questions Enabled

Section V: Reference Information on [NAME]

Submitted to Candidate on:	December 14, 2019 -08:46AM	Number of References Entered:	4
References Submitted by Candidate:	December 15, 2019 - 07:29AM	Number of Responses:	4

Report Finalized on:	December 15, 2019 -04:24PM	Reference Response Rate:	100%
Candidate Response Time: <i>(in business days)</i>	0.95	Reference Response Time: <i>(median # business days)</i>	0.2
Candidate Response Time: <i>(in calendar days)</i>	0.95	Reference Response Time: <i>(median # calendar days)</i>	0.2

Section VI: Reference Detail for [NAME]

Managers

Reference Information

Name: [NAME]
Completed:  12/15/2019 9:51:55 AM (0 Business day, 0 Calendar day)
Email: [EMAIL]
Reference Job Title: Human Resources Director
Relationship: Manager
Phone#: [PHONE#]
IP Address: **165.189.255.35 (Duplicate IP Address)**

Candidate Information


Candidate Job Title: Human Resources Assistant
Dates: 12/02/2012 To 12/15/2015 (3 years, 0 months)

Company Information

Company: [COMPANY]
Address: Madison, Wisconsin United States

Does Reference/Referee want to be informed of professional development opportunities?: No

Reference Information

Name: [NAME]
Completed:  12/15/2019 2:30:33 PM (0 Business day, 0 Calendar day)
Email: [EMAIL]
Reference Job Title: Warden
Relationship: Manager
Phone#: [PHONE#]
IP Address: **165.189.255.35 (Duplicate IP Address)**

Candidate Information

Candidate Job Title: Human Resources Assistant
Dates: 12/02/2012 To 12/15/2015 (3 years, 0 months)


Company Information

Company: [COMPANY]
Address: Madison, Wisconsin United States

Does Reference/Referee want to be informed of professional development opportunities?: No

Reference Information

Name: [NAME]

Completed:  12/15/2019 8:36:27 AM (0 Business day, 0 Calendar day)
Email: [EMAIL]
Reference Job Title: Deputy Warden
Relationship: Manager
Phone#: [PHONE#]
IP Address: **165.189.255.34**

Candidate Information


Candidate Job Title: Human Resources Assistant
Dates: 12/02/2012 To 12/15/2015 (3 years, 0 months)

Company Information

Company: [COMPANY]
Address: Madison, Wisconsin United States

Does Reference/Referee want to be informed of professional development opportunities?: No

Reference Information

Name: [NAME]
Completed:  12/16/2019 1:25:41 AM (1 Business days, 1 Calendar days)
Email: [EMAIL]
Reference Job Title: Communications Supervisor
Relationship: Manager
Current Company: [COMPANY]
Phone#: [PHONE#]
IP Address: **165.189.7.2**

Candidate Information

Candidate Job Title: Communications Operator
Dates: 02/15/2009 To 05/08/2010 (1 year, 3 months)

Company Information

Company: [COMPANY]
Address: Madison, Wisconsin United States

Does Reference/Referee want to be informed of professional development opportunities?: No

Non-Managers

No records to display.

How to interpret the Red text for an IP Address:

An IP Address is a numerical label assigned to a computer network used to access the internet. It is not a number assigned to the specific computer being used but is assigned to the network server being used. A **bold red color text** for an IP address on the report indicates that the same IP Address was used more than once and that there could be a problem with the authenticity of the References that a Candidate has provided. The following scenarios would trigger the **bold red color text**:

- If the Candidate IP Address is in red text, this means that the Candidate's IP address also matches the IP Address of one or more of

- the provided References
- If the Candidate's IP address is not in red font, but one or more of the References have a matching IP address in red font, this means that the same computer (or computer system) was used by these References.

We cannot guarantee that the above situations definitely mean that the references are not authentic. There is a possibility that Candidates and References can have the same IP address for legitimate reasons. For example, this may happen when some organizations have a corporate security policy where all outgoing traffic to the Internet is set to the same IP Address.

In instances where the Candidate and References do not work for the same organization, there is an increased probability that it's an issue with authenticity.