



MULTIPLE CHOICE IN-BASKET EXERCISE - NATIONAL RENEWABLE ENERGIES CORPORATION (NREC-IB 09)

EVALUATION REPORT

Candidate:

John Smith

Evaluation date:

2021/8/17

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Multiple Choice In-Basket Exercise - National Renewable Energies Corporation

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Explanation Note for this Type of Exam

The **National Renewable Energies Corporation Multiple Choice In-Basket Exercise** assesses a candidate's ability to react to situations that might be encountered on the job in a 1st level management position in an administrative sector context. These situations can touch several topics such as client satisfaction, employee or immediate supervisor requests, procedures, and workload.

Following the 13 situations presented in this In-Basket, 70 multiple choice questions were submitted to the candidate. In this context, the candidate had to choose the most appropriate statement to answer the different questions asked.

These questions call for the management abilities usually required for this level of position and aims at assessing seven (7) assessment criteria.

Rating Scale

For this report, the results are presented using the following rating scale:

| | |
|------------------------------|---|
| Excellent 5 | The candidate responds to the main aspects and criteria of the evaluation and his/her responses are appropriate. The candidate has surpassed expectations. |
| Very good 4 | The candidate responds to most of the criteria of the evaluation and there were no major deficiencies noted for the aspects evaluated. The candidate demonstrated an above-average performance. |
| Good 3 | Some of the main and secondary criteria of the evaluation were raised. The candidate demonstrates some minor deficiencies with regards to the evaluated criteria. |
| Weak 2 | The candidate omits important aspects and criteria of the evaluation. The candidate presents some major deficiencies and is having problems. |
| Poor 1 | The candidate omits most of the aspects that are evaluated and presents several major deficiencies. The candidate is incapable of responding or the answers are inappropriate. |
| Absent 0 | The candidate did not demonstrate this evaluation criterion in any way. |

Multiple Choice In-Basket Exercise - National Renewable Energies Corporation

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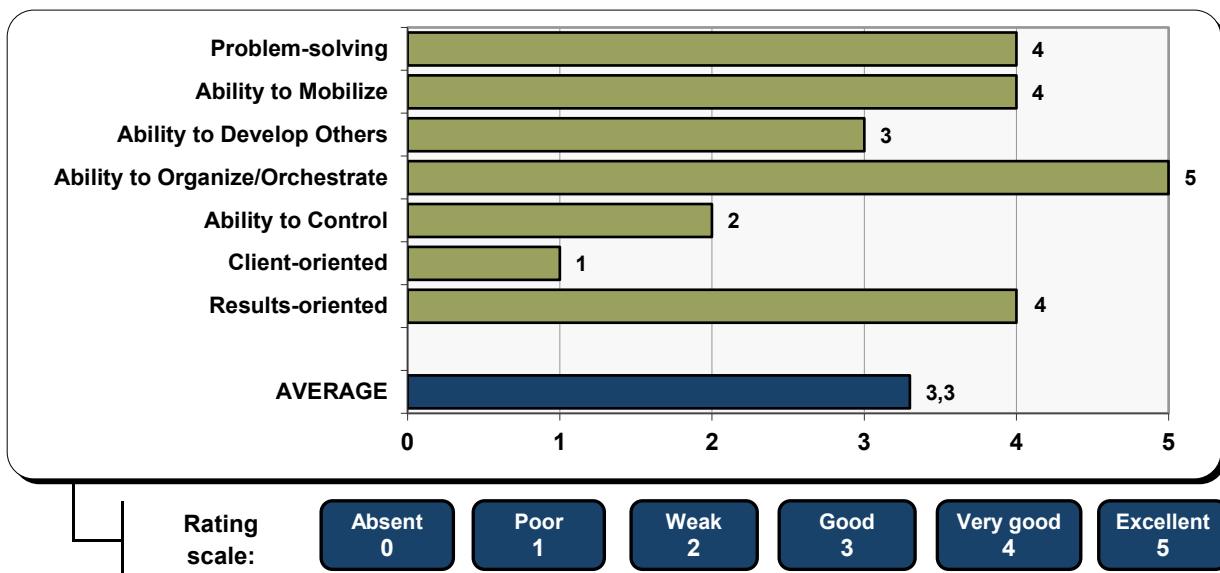
Evaluation date: 2021/8/17

Definition of the Competencies Evaluated

- **PROBLEM-SOLVING:** Able to identify and analyze a problem, evaluate possible solutions, and select the most suitable one.
- **ABILITY TO MOBILIZE:** Able to motivate individuals to work harder, more effectively, and with greater enthusiasm.
- **ABILITY TO DEVELOP OTHERS:** Encourages the professional development of individuals by helping them to learn and develop job-relevant skills and to enhance their contributions to the organization.
- **ABILITY TO ORGANIZE/ORCHESTRATE:** Able to efficiently assign responsibilities, set work schedules, distribute resources, and coordinate activities in the process of reaching a goal.
- **ABILITY TO CONTROL:** Able to exercise control over the work activities of individuals thereby ensuring they fulfill their assigned responsibilities.
- **CLIENT-ORIENTED:** Strives to establish positive long-term relationships with clients/customers and to achieve high client/customer satisfaction by providing quality services or products that meet their wants, needs, and expectations.
- **RESULTS-ORIENTED:** Devotes high effort to reach set goals and regards the achievement of results as a major concern.

Global Results

Here is a summary of the candidate's results for the assessment criteria evaluated by this test. You will also find clarifications regarding the results in the following pages.



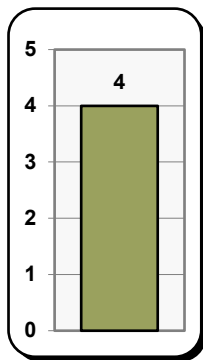
Multiple Choice In-Basket Exercise -

Candidate: John Smith

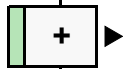
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Results per Competency

| | | | |
|---|-----------------|--------|-------|
| 6 | PROBLEM-SOLVING | Result | 4 / 5 |
|---|-----------------|--------|-------|



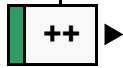
DETAILS ON THE RESULT OBTAINED:



In general, the candidate was able to perceive the situations requiring action, and used analysis to understand the aspects of the problem faced.

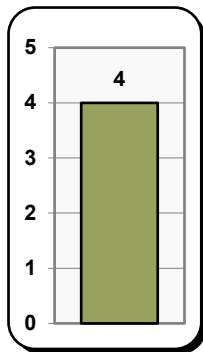


Faced with a problem situation, the candidate was capable of determining the directions to take and the decisions required to solve the problems faced.

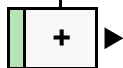


The candidate gave considerable importance to the involvement of the interveners concerned with the situations. In fact, he (she) frequently undertook discussions that led to the gathering of information needed to solve problems.

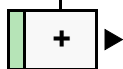
| | | | |
|----|---------------------|--------|-------|
| 22 | ABILITY TO MOBILIZE | Result | 4 / 5 |
|----|---------------------|--------|-------|



DETAILS ON THE RESULT OBTAINED:



The candidate demonstrated the ability to collaborate with and listen to others with regard to challenging situations at work. This made it possible for the candidate to identify what caused people to be motivated or not in performing their duties.



The candidate was generally able to influence positively and motivate employees so they could reach their full capacity at work. Moreover, he (she) demonstrated some interest in creating a stimulating work environment for the team.

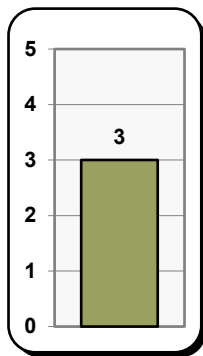
Multiple Choice In-Basket Exercise - National Renewable Energies Corporation

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Results per Competency (continued)

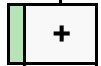
| | | | |
|----|---------------------------|--------|-------|
| 26 | ABILITY TO DEVELOP OTHERS | Result | 3 / 5 |
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DETAILS ON THE RESULT OBTAINED:

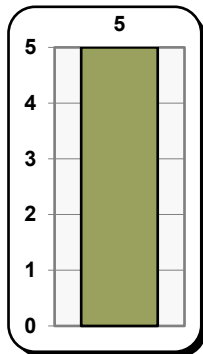


In general, the candidate encouraged employee development. As such, he (she) offered them training sessions and helped them identify development leads to help them advance their careers. In addition, whenever possible, they were offered the opportunity to take on new tasks to diversify their work.



In general, the candidate paid attention to employees' performance. In this regard, he (she) ensured a follow-up of their performance and provided them with feedback on their work performance.

| | | | |
|----|---------------------------------|--------|-------|
| 51 | ABILITY TO ORGANIZE/ORCHESTRATE | Result | 5 / 5 |
|----|---------------------------------|--------|-------|



DETAILS ON THE RESULT OBTAINED:



The candidate monitored employees very well so they would reach the targeted objectives by reminding them often what guidelines they should follow to advance their work. Indeed, he (she) clearly indicated what had to be done and did not hesitate to assign mandates or responsibilities.



The candidate demonstrated a great interest in planning the required steps to complete current and future projects.



The candidate organized the work of his (her) resources effectively and in an operational fashion. In fact, he (she) was capable of assigning tasks and allocating the resources available to meet the targeted objectives of the organization.

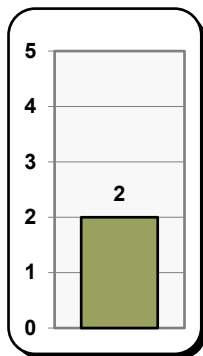
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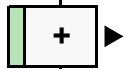
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Results per Competency (continued)

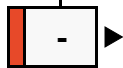
| | | | |
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| 53 | ABILITY TO CONTROL | Result | 2 / 5 |
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DETAILS ON THE RESULT OBTAINED:

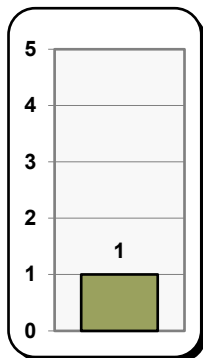


The candidate ensured some monitoring of the work carried out by others. In this regard, he (she) reminded them how important it was to adhere to the rules and policies of the organization linked to the targeted objectives, and to act consistently on them.

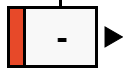


The candidate experienced some difficulty in implementing regular follow-up mechanism to monitor the progress in current work.

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|----|-----------------|--------|-------|
| 58 | CLIENT-ORIENTED | Result | 1 / 5 |
|----|-----------------|--------|-------|

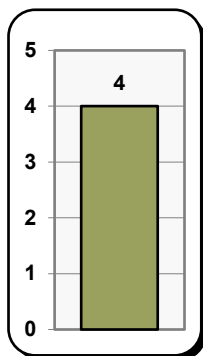


DETAILS ON THE RESULT OBTAINED:

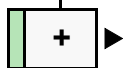


The candidate did not pay much attention to client satisfaction and rarely demonstrated any understanding of their situation. Furthermore, he (she) showed little interest in following and enhancing the quality standards set by the organization.

| | | | |
|----|------------------|--------|-------|
| 59 | RESULTS-ORIENTED | Result | 4 / 5 |
|----|------------------|--------|-------|



DETAILS ON THE RESULT OBTAINED:



In general, the candidate showed proper concern in meeting the objectives set and the overall performance of the organization.



On several occasions, the candidate reacted rapidly to organizational constraints and demonstrated a sense of initiative in facing situations.