interpreto

AUTOMATED EVALUATION REPORT

FILE # - 2025-10-01

PROFESSIONAL – BUSINESS ADMINISTRATION

REQUESTED BY
Fictive establishment

FOR THE POSITION OF
Fictive position

PROFESSIONAL – BUSINESS ADMINISTRATION REPORT

INTRODUCTION

Interpreto conducted a psychometric evaluation of the proposed candidate. Following the administration of various scientifically validated psychometric tests, we analyzed the traits that characterize their functioning, identifying their strengths and areas for improvement. The aim is to facilitate decisions relating to their career development as a professional in the business administration field.

The data collected through psychometric tests was interpreted by Interpreto's analysis system. This system was developed by the Interpreto professionals who are members in good standing of the Ordre des psychologues du Québec or the Ordre des conseillers et conseillères d'orientation du Québec.

This report provides you with :

· An indication of the evaluated person's mastery of certain competencies for a professional position in the business and administration field;

· A rating of adequacy between the individual's results and the job requirements;

· Suggestions for probing questions, advices on integration into a new position and avenues for development support.

USING THE REPORT

· This document is confidential. Only those involved in the employee evaluation process are authorized to consult it.

· This report is intended solely to facilitate an informed decision as part of the evaluation process for the position sought.

· As a matter of professional ethics, we suggest that you do not make copies of this document.

· Since human beings are constantly evolving, the content of this automated assessment report is considered valid for a period of two years.

CONDITIONS OF SUCCESS

To encourage the professional development of the person being evaluated, we recommend that you provide feedback on the results of the evaluation. This practice could have an engaging impact on the candidate, facilitating their integration into the position and helping them to make better use of talents to the service of your organization.

Automated evaluation report of
John Smith

SUMMARY TABLE

	Below expectations	Partially meets expectations	Meets expectations	Exceeds expectations
Cognitive Agility		✓		
Relational Effectiveness			✓	
Collaboration		✓		
Self-Management				✓
Adaptability				✓
Professional Rigor				✓
Decision-Making			✓	
Planning and Organizing	✓			
Negotiation and Conflict Resolution			✓	
Leadership			✓	
Critical Thinking			✓	

PROFILE ADEQUACY

✓

RECOMMENDED

The candidate has obtained results that correspond to the profile required for the position being assessed

Automated evaluation report of
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	Below expectations	Partially meets expectations	Meets expectations	Exceeds expectations

Cognitive Agility

Can adapt to changes or new information by building on previous knowledge, but may sometimes need more time or support to fully integrate less familiar concepts.

Relational Effectiveness

Enjoys social interactions and easily builds connections with others. Respectful and interested in others, seeks to ensure everyone feels accepted and valued.

Collaboration

Shows a balance between a willingness to work as part of a team when necessary and the ability to work alone in certain circumstances.

Self-Management

Manages negative emotions well and is generally open to criticism. Handles stressful or high-pressure situations with calm and confidence.

Adaptability

Adopts a positive approach to change and does not hesitate to experiment with new ways of doing things. Can modify their behaviour according to circumstances.

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	Below expectations	Partially meets expectations	Meets expectations	Exceeds expectations

Professional Rigor

Works in a systematic and reliable way, with great attention to detail and strict adherence to procedures and deadlines.

Decision-Making

Shows determination and self-assurance by making clear-cut decisions when it comes to making important decisions, while taking full responsibility for their choices.

Planning and Organizing

Is less inclined to organize work around goals and objectives. Prefers a spontaneous rather than a planned approach.

Negotiation and Conflict Resolution

Is able to use nuanced approaches in order to manage disputes effectively. Can work towards mutually satisfactory solutions or favor compromises.

Leadership

Likes to influence and convince others. Results-oriented, can exert leverage over others in order to direct efforts towards achieving objectives.

Automated evaluation report of
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Below expectations   **Partially meets expectations**   **Meets expectations**   **Exceeds expectations**

Critical Thinking

Questions ideas systematically and objectively, analyzing facts and evidence to draw informed conclusions.

PERSONALITY

The traits and facets of personality allow us to evaluate the foundations of a person's psychological functioning, while providing us with information on their motivational and behavioral aspects. The following descriptions are based solely on the trends observed in terms of personality and do not take into account the interactions between the various traits on the one hand, nor the interactions with cognitive abilities such as learning, reasoning and analytical skills on the other. The additional information provided is therefore very general and should be used with caution.

OPEN-MINDEDNESS

This person shows a balanced interest between new ideas and simple, well-defined approaches. They enjoy juggling different points of view when these are linked to concrete applications. They seem more at ease with abstract concepts when they meet practical needs or provide tangible value. They take a measured approach to innovation, showing moderate interest in exploring complex solutions or broadening their horizons. They demonstrate a reasonable openness to new ideas, working methods and divergent perspectives, while remaining grounded in pragmatic and achievable approaches.

This person strikes a balance between pragmatism and imagination. They can be attentive to their inner world and feelings, although this is not central to their functioning. They favor concrete approaches, but are capable of integrating a touch of creativity or intuition when appropriate. In their decisions, they know how to combine factual data with a certain sensitivity to personal impressions, thus adapting to the demands of the situations they encounter.

APPROACH TO WORK

This person is success-oriented and self-disciplined. They are more ambitious, competitive and persevering than the average person. They generally get down to work quickly and see projects through to completion, despite any difficulties that may arise. They are diligent in their work, like to be given responsibility and take charge. They find challenges motivating and approache everyday situations with confidence in their ability to succeed. They show determination in the face of adversity and see themselves as effective in the tasks they take on.

This person combines flexibility and organization, adapting with ease to the demands of varied contexts. They are able to alternate between spontaneity and planning, finding a happy medium that enables them to meet needs without excessive rigidity. Although not particularly distinguished by a marked attention to detail or rigorous organization, they demonstrate an overall commitment to their responsibilities and tend to respect rules and protocols when necessary.

PERSONALITY
(cont'd)

RELATIONAL QUALITY

This person is altruistic and caring. They are warm, respectful and attentive to the needs of others. They are sensitive to the emotions and difficulties of the people around them, and are easy to trust, believing that most people are well-intentioned. In their decisions, they consider the impact on others and actively seek to preserve or improve interpersonal relationships. In the workplace, they help create an atmosphere where everyone feels accepted and valued.

This person favors social cohesion and avoids confrontation whenever possible. They prefer to keep quiet or rephrase their words to avoid offending others or creating tension. They forgive easily and are modest, not seeking to put themselves forward or consider themselves superior to others. Polite and respectful of authority, they favor a collaborative approach to relationships. When it comes to decision-making, they often prefer to consult others before making important decisions.

INTERPERSONAL PROPENSITY

This person is average when it comes to leadership, assertiveness and initiative. Although they can show initiative and leadership in certain situations, this is not a distinguishing characteristic. They are also average in their desire to exercise authority, influence and get people to work together and get on board with their projects.

This person has a reserved personality and prefers a restricted social circle. They prefer quiet interactions and feel more at ease in environments where social contact is occasional. Emotionally unexpressive, they prefer to work independently. However, this composed nature enables them to maintain a certain emotional stability and bring a calm, measured reflection to their interactions.

PERSONALITY
(cont'd)

EMOTIONAL MANAGEMENT

> This person has a balanced emotional sensitivity. They may occasionally feel irritated or frustrated in certain situations, such as in the face of criticism or challenge, but these reactions remain moderate. They are generally able to manage these emotions and regain their composure, although moments of stress can occasionally affect them. This sensitivity enables them to express their emotions sincerely and appropriately, while maintaining a measured approach in their interactions.
>
> This person is self-assured and rarely doubts their abilities. They approach challenges with confidence and demonstrate a high degree of autonomy in their decisions. Even in the face of complex situations, they maintain an optimistic frame of mind and an ability to bounce back from setbacks. Socially, they are at ease in their interactions and are not easily swayed by the judgment of others, enabling them to move confidently in a variety of contexts.

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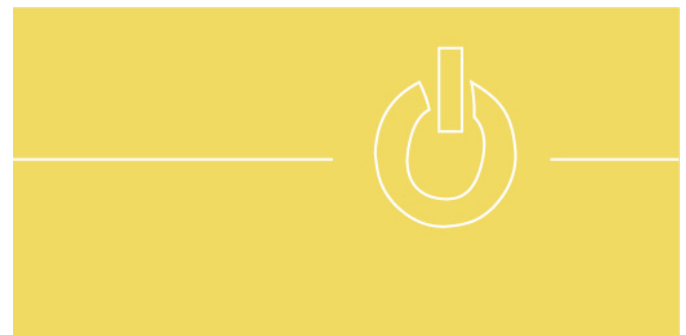
PROBING QUESTIONS

In this section, you will find examples of questions to ask in an interview with the candidate or to use as inspiration when taking references for competencies and skills that came out as Weak or In Progress in relation to the assessment.

If all skills meet expectations, no specific questions appear in this section. However, it may still be interesting to ask the candidate during a subsequent interview about their sources of motivation at work with a view to job integration. Finally, taking references can also be useful in order to confirm observations and provide concrete examples of behaviours related to the most crucial skills in the position to be filled.

COGNITIVE AGILITY

Using a recent example, tell me how you usually go about quickly learning new ways of doing things.

Tell me about the most difficult task you've had to learn recently at work.

COLLABORATION

Tell me about a time when you worked together with members of your team to make progress towards reaching an objective.

Tell me about a recent time at work when you had to work as part of a team and you thought you could get results more efficiently or more quickly if you were on your own.

PLANNING AND ORGANIZING

Tell me about a recent moment at work when you had to establish an action plan to complete an important project.

Tell me about the last time you had to coordinate several tasks at the same time as part of a project.

INTEGRATION TIPS

Successful integration into a new position requires an adaptation of the candidate to his new work environment. This adaptation includes three main issues:

· Learning the role and task
· The creation of a social network
· Adapting to the culture and values of the team and the organization

An employee who manages to adapt to these three major issues will have better chances to have a successful integration. Generally, well-integrated employees are happier at work, more productive, and have less intention of changing jobs. The indices presented in this section provide a glimpse of the style of integration of the candidate according to his personality. These indices aim to equip the manager in the integration of the candidate, and should not be considered as a selection tool.
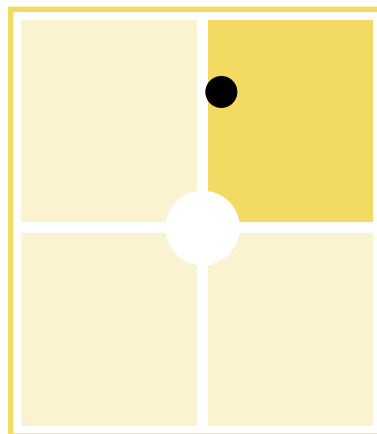
LEARNING STYLE

The interaction between the Openness trait and the Conscientiousness trait provides information on how one will approach learning

Pragmatic Learner

Pragmatic approach to learning. Knowledge is a means to an end and not an end in itself. Does what it takes to acquire the knowledge necessary to achieve a goal (training, professional, etc.). Approaches knowledge with conformism, little inclined to have a critical perspective of what is taught.

Good learner

The intellectual interest and creativity of the openness trait with the willingness to succeed and the organization of the conscientiousness trait produces the typical profile of a good learner. Interested in learning and taking the means to reach the end of his interests. Ability to take a critical step back from what is being taught. High probability of success in training.

Disengaged

Not focused on learning and studying. Little at ease in an academic context. Knowledge and deep understanding of things are of little interest to him. Constraining himself in the required learning efforts is hard. More comfortable in a short and practical training leading to practical applications (e.g. vocational training).

Inconsistent learner

Diversified intellectual and/or creative interests, diversified but at risk of not being deepened by lack of determination and organization. Learning may stop while the effort to pursue it increases, which can lead to the acquisition of great superficial knowledge without deepening.

INTEGRATION
TIPS (cont'd)
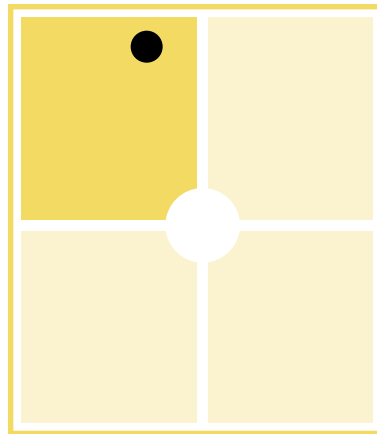
INTERPERSONAL STYLE

The interaction between the agreeableness and extroversion gives information about the interpersonal style, meaning the way the person will take on his relationship with others.

Modest

Is not attracted to social situations and new encounters, but does not reflect a lack of interest towards others. Will prefer to maintain a small number of significant interpersonal relationships. Modest and discreet in a group.

Warm Leader

Actively seeking to create and maintain personal relationships with people. Sincerely makes friends with people. Brings life to a group and is often in a position of leadership and or initiator of common activities. A warm and collaborative leader. Likes teamwork.

Individualistic

Independent and individualistic. Little interested in social relations. Feels easily disturbed by the presence of others. Protects his personal sphere and privacy. May reflect a distrust towards others. Can be perceived as cold, distant and uncooperative.

Self-centered Leader

Actively seeks social relationships for the benefits and the pleasure that it gives him rather than by interest towards others. Tendency to create many superficial and utilitarian relationships. Likes being at the forefront. Can become an authoritarian leader and little inclined to listen to his subordinates.

INTEREST STYLE

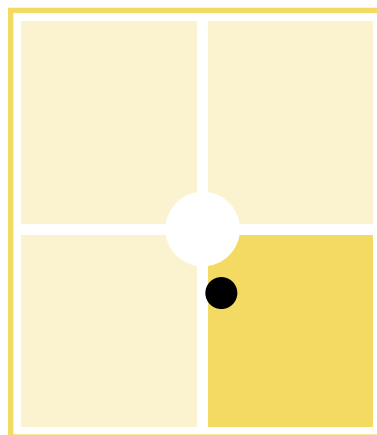**The interaction between openness and extroversion provides information about the interests that person may have, both professionally and personally.**

Popular Culture

Interest in activities in which social contacts are frequent, which require influencing others and in which it is possible to succeed by keeping to the usual ways of doing things. Would prefer continuity and consolidation to change and innovation.

Creative Interaction

His interests combine gregariousness, upward mobility, creativity and intellectual curiosity. Wants to share his knowledge and creativity. Creative and innovative leader. Interested in understanding and influencing people and society. Interested in sharing ideas and creativity with other people and influencing them (ex.: teacher, politician, manager).

Homebody

Introverted and concrete person whose simple interests can be pursued alone and in small groups. Prefers a quiet social and creative life. Preference for working with data rather than with ideas and with things rather than with people (ex: Accounting, mechanics and repair, construction trades).

Introspection

Concerned primarily by intellectual or artistic activities which can be pursued individually or in small groups (ex: literature, music). Will be more interested in working with ideas rather than with data and with things rather than people (ex: scientific research, artistic creation).

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DEVELOPMENT SUPPORT

In this section, you will find some suggestions on ways to approach the new employee to support their development and help them build new habits, based on the competencies that were less well demonstrated during the assessment. To emphasize a coaching approach, a reflective question is also included.

If all competencies meet expectations, there will be no development areas listed in this section. However, some skills may still benefit from continuous improvement. A conversation with the new employee is strongly recommended to identify the best tools to help them perform well in their role, particularly for the skills that are most critical to success in the position or would help them better align with the organizational culture.

COGNITIVE AGILITY

Involve the employee in projects requiring creative or unconventional solutions to help them develop agile learning and thinking strategies.

Provide tools or resources (such as analysis models, case studies, etc.) to help them structure their thinking when faced with complex situations.

COACHING QUESTION
How do you react to unexpected intellectual challenges, and what strategies do you use to adapt quickly?

COLLABORATION

Suggest that the employee start with projects where collaboration is essential, but limited to one or two people, so that they can get used to working in a small team without feeling overwhelmed by multiple interactions.

Encourage the employee to organize regular contact points with colleagues in order to exchange information in a structured way, while providing a clear framework that facilitates social interaction.

COACHING QUESTION
What strategies could you adopt to develop closer ties with your colleagues while respecting your need for autonomy?

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DEVELOPMENT
SUPPORT (cont'd)

PLANNING AND ORGANIZING

Encourage the employee to plan their days or weeks in advance by establishing a list of priorities, in order to better concentrate on essential tasks and avoid being overwhelmed by unforeseen events.

Encourage the employee to use project management tools (such as Gantt charts or task management software) to better structure and organize their projects according to deadlines.

COACHING QUESTION
What strategies do you use to anticipate obstacles and integrate them into your planning?