Sova Recruitment Report

Sova Sample

10/05/2021

SOVA

Introduction

Personality and Performance

Work performance can be influenced by many factors including cognitive ability, personality, motivation, technical skills, and experience. We therefore recommend that personality information is used in conjunction with other data sources, including an interview, when used in the screening and selection of candidates.

The Sova Personality Questionnaire focuses on behavioural preferences at work, recognising that an individuals' preferences influence, but do not dictate, their behaviour. It is possible to work outside of our natural preferences, but this requires self-awareness, conscious effort and energy. Lack of fit between an individual's preferred or typical behaviour and the requirements of a particular role can mean they find it challenging or draining to sustain performance over time.

This Report

This report is to be used for Recruitment and Selection purposes, and is intended to facilitate the interview process and the gathering of key information about the candidate.

The report is split into three sections.

Section One: A snapshot of the candidate's profile against the dimensions.

Section Two: The interpretation of their profile against each of the dimensions.

Section Three: Interview Questions and probes for each of the dimensions based on the candidate's results.

By using this report, you can gain objective and scientific insight into how the individual is likely to behave in relation to the ten key competencies assessed which will allow you to make informed, defensible and equitable selection decisions.

It is important to note that whilst personality is relatively stable over time individuals can change over time as a function of factors such as age, maturity, exposure to different experiences and so on. Hence the candidate's assessment and this report can be regarded as being valid for a period of up to 24 months.

Key

Highly unlikely to be an area of strength		The candidate is likely to be much less effective than most when it comes to demonstrating this competency on the job
Unlikely to be an area of strength		The candidate is likely to be less effective than many when it comes to demonstrating this competency on the job
A moderate area of strength		The candidate is likely to be just as effective as most when it comes to demonstrating this competency on the job
Likely to be an area of strength		The candidate is likely to be more effective than many when it comes to demonstrating this competency on the job
Highly likely to be an area of strength		The candidate is likely to be much more effective than most when it comes to demonstrating this competency on the job

Profile

Teamwork

Develops relationships within and across teams, working collaboratively to resolve potential challenges quickly.

Developing Others

Motivates and supports others to deliver results, coaching them to optimise performance.

Leading and Influencing

Takes the lead within the team and wider organisation, able to influence and persuade others in order to achieve objectives.
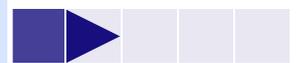
Effective Communication

Communicates effectively, engaging with others in a warm and professional manner.
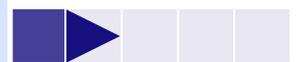
Planning and Organising

Organises and plans work effectively, ensuring delivery to quality and timescales in the short and longer term.

Analytical Thinking

Breaks down and understands complex information and data to draw appropriate insights, can analyse and use a range of data.
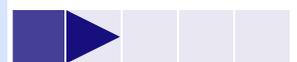
Strategic Focus

Thinks strategically and thrives on innovation, considers the wider picture and strives to identify new approaches to enhance business impact.
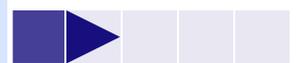
Adaptability

Adapts approach and responds effectively to different situations, people and new opportunities.

Resilience

Works well under pressure, bounces back quickly from setbacks in a positive and constructive manner.

Drive and Motivation

Highly motivated and driven, able to focus on what needs to be achieved and enthuses others to do this.

Overview

Teamwork

Sova has a very strong preference for working independently and will be comfortable working alone without much guidance. Sova can tend to focus on completing work on time and to standard, without requiring much support. Sova will prefer a much more consistent working environment where they are clear about the tasks allocated to them. However, they may risk coming across as aloof or distant at times, preferring to work on their own activities. Sova will spend less time than others building relationships within the team or actively encouraging others to do this.

Developing Others

Giving a reasonable amount of time to building coaching relationships with others when required, Sova is happy to work independently and see colleagues drive their own development. Sova has a typical preference for motivating others to achieve and develop and are comfortable delivering development feedback to others.

Leading and Influencing

Typically comfortable influencing others, Sova will do this when required, although may need to ensure they are proactive in doing so. Sova will be comfortable working with others towards a shared goal, and can influence and encourage buy-in when they feel it necessary. If required, Sova would be happy leading a team of individuals and taking responsibility for their performance.

Effective Communication

Preferring to work independently, when communicating with others Sova will come across as quiet and less confident. Sova will be very task focused, preferring others to do network building. Others may view them as tough and abrupt in their communication style, and may struggle to build rapport.

Planning and Organising

Sova is a typically organised individual who is able to plan work but also remain flexible in approach. They are happy prioritising their work as much as most others, and will be able to plan ahead when required. Sova should be comfortable working towards deadlines, but may require some support in ensuring these are always met. Sova can change direction and shift focus when required.

Analytical Thinking

Having a typical preference for working with complex data and information, Sova will strike a balance between utilising a very detailed approach and taking a more intuitive stance. Sova can work at a detailed and focused level, but can also take a step back and review information at a broader level. They enjoy working with and analysing data as much as most others.

Strategic Focus

Sova has a much greater preference for focusing on the immediate, practical issues and will prefer to take this approach to most problems. Sova will have a very strong focus on the tasks at hand and will be relied upon to deliver these efficiently to time and budget. Taking a wider perspective and considering challenges from a strategic standpoint is less likely for them, as they are not always open to new ways of working. Sova will focus more on the implementation, rather than the creation of solutions.

Adaptability

Tending to be balanced in their approach, Sova switches between a changing versus a more rigid and structured environment. Sova comfortably responds to change and will adapt their approach as well as most other people. Sova is comfortable working in a more organised and stable work environment, where change is less frequent or important but can adapt when this is demanded of them

Resilience

Sova will come across as quite self- confident in stressful situations, and will typically remain calm when things become challenging. Sova will remain positive in most situations, but will struggle to do this consistently. They are happy to take on board feedback as much as most other people.

Drive and Motivation

Coming across as very easy-going and uncompetitive, Sova is generally happy to go along with the decisions of others. They are much less interested in personal advancement and will only go so far in striving to achieve and deliver. Sova may come across as less motivated at work and lacking in ambition compared to others.

Interview Guide

Teamwork

Develops relationships within and across teams, working collaboratively to resolve potential challenges quickly.

What would be an example of when you would have benefited from collaborating more with others?

- What barriers did you face at the time, to prevent you from collaborating more?
- How could you overcome these barriers moving forward?

Describe a time when you have spoken up and shared your thoughts in a team situation.

- What was the outcome of inputting your thoughts?
- How could you do this more in the future?

Notes

Overall Rating

Developing Others

Motivates and supports others to deliver results, coaching them to optimise performance.

When have you had to support and develop someone at work?

- What was the situation?
- What obstacles did you have to overcome?

Can you outline a time when you had to deliver a tough message to someone at work?

- What approach did you take and why?
- What was the outcome?

Notes

Overall Rating

Leading and Influencing

Takes the lead within the team and wider organisation, able to influence and persuade others in order to achieve objectives.

Describe a time when you adapted your approach in order to influence someone.

- How did you initiate this?
- What was the outcome?

When have you taken the initiative to lead individuals at work?

- What did you learn from their feedback?
- How have you utilised this feedback moving forward?

Notes

Overall Rating

Effective Communication

Communicates effectively, engaging with others in a warm
and professional manner.

Describe a time when you had to build a working relationship with someone you did not like or enjoy working with.

- What steps did you take?
- What was the outcome?

When have you gotten involved in a group discussion?

- How did you go about doing this?
- How could you do this more in the future?

Notes

Overall Rating

Planning and Organising

Organises and plans work effectively, ensuring delivery to quality and timescales in the short and longer term.
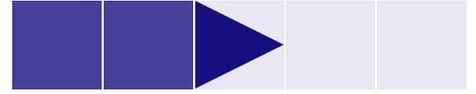
Please outline a time when you had to create an in depth plan.

- How did you go about creating your plan?
- How could you make your plan even better for future pieces of work?

Describe a time when you had to change your plans on a project in order to finish everything on time.

- What approach do you take?
- What was the outcome?

Notes

Overall Rating

Analytical Thinking

Breaks down and understands complex information and data to draw appropriate insights, can analyse and use a range of data.

When have you analysed a problem and broken it down into manageable chunks?

- What approach do you take?
- What did you find most challenging about this task?

When have you struggled to analyse a complex problem?

- What did you do in this situation?
- What was the outcome?

Notes

Overall Rating

Strategic Focus

Thinks strategically and thrives on innovation, considers the wider picture and strives to identify new approaches to enhance business impact.

Describe a time when you shared your ideas and vision for the future with others at work.

- How did you communicate this effectively with everyone?
- What was the outcome?

When have you developed an innovative idea?

- How did you go about doing this?
- What was the outcome?

Notes

Overall Rating

Adaptability

Adapts approach and responds effectively to different situations, people and new opportunities.
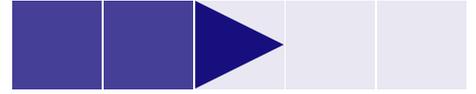
Can you give an example of when have got involved in a change process at work?

- What did you do specifically to move this process forward?
- How could you continue to proactively offer to get involved in change processes in the future?

How do you ensure you remain prepared for change?

- What steps do you take to ensure this?
- What contingency plans do you have in case of unforeseen barriers?

Notes

Overall Rating

Resilience

Works well under pressure, bounces back quickly from setbacks in a positive and constructive manner.

Describe a time when you had to overcome a major setback at work.

- How did you respond?
- What obstacles did you have to overcome?

When have you had you react quickly during a challenging situation in order to solve a problem?

- What was the situation?
- What was the outcome?

Notes

Overall Rating

Drive and Motivation

Highly motivated and driven, able to focus on what needs
to be achieved and enthuses others to do this.

When have you set yourself personal targets at work?

- What targets did you set?
- Did you reach these targets, and if not, why?

How could you motivate others more at work?

- What approach could you take?
- What support could you ask for from others in order to do this successfully?

Notes

Overall Rating

CANDIDATE NAME		DATE	

INTERVIEWER NAME(S)		ROLE	

COMPETENCIES	RATINGS
Teamwork	
Developing Others	
Leading and Influencing	
Effective Communication	
Planning and Organising	
Analytical Thinking	
Strategic Focus	
Adaptability	
Resilience	
Drive and Motivation	

Good fit with role		Proceed with some concerns		Not recommended	

Overall summary notes