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My Self Report
Sample Candidate

My Self

Questionnaire

Introduction

This report is based on your completion of the My Self questionnaire. It provides an insight into your behavioural effectiveness at work.

My Self Overview

This section of the report presents your relative strengths and limitations rank ordered into four groups. Your first three behavioural effectiveness areas are referred to as 'Signature Strengths' and indexed with four symbols. The next three are referred to as 'Supporting Strengths' and indexed with three symbols. The next three areas are referred to as 'Lesser Strengths' and indexed with two symbols. The final three areas are referred to as 'Challenge Areas' and indexed with one symbol.

Signature Strengths

This section of the report covers your top three strengths. 'Know your Strength' explains the special contribution that you bring to the work place. 'Your Culture/Environment Fit' outlines which organisational cultures are likely to align with your values and needs, which in turn should lead to job satisfaction. 'Maximise your Strength' gives you tips on how to deploy your strengths for maximum impact. 'Use your Strength Wisely' provides some caveats and warnings on how heavy reliance on your strengths might become disadvantageous. Finally, 'Competitive Advantage at Interview from your Strength' provides tips on how to prepare for interviews.

Challenge Areas

This section of the report covers your bottom three behavioural effectiveness areas. 'Know your Challenge Area' outlines which behaviours you are likely to find difficult to consistently demonstrate. 'Potentially Unsuitable Cultures/Environments' outlines the working environments you are likely to find stressful, which in turn may reduce your job satisfaction and performance at work. 'Working with your Challenge Area' gives you tips on how to develop this area. 'Turning your Challenge Area into an Asset' provides an alternative, positive angle on your area of challenge.

Career Area Chart

This chart indicates your suitability for 12 broad career areas covering a multitude of roles. It is based on your behavioural strengths. Different behavioural strengths underpin each of these career areas.

Career Area Fit

This section of the report presents your top three career areas. For each of the three career fields, your degree of strength is shown for the related behavioural areas.

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My Self Overview

This page provides an overview of your relative strengths, which are grouped into four categories featuring three strengths each. The list of strengths is presented in order from your strongest 'Signature Strength' to the area of greatest challenge for you. The implications for 'Signature Strengths' and 'Challenge Areas' are described in more detail on the pages that follow.

Signature Strengths		
Giving Support		Page 4
Evaluating Problems		Page 5
Driving Success		Page 6

Supporting Strengths	
Adjusting to Change	
Providing Leadership	
Building Relationships	

Lesser Strengths	
Structuring Tasks	
Processing Details	
Showing Resilience	

Challenge Areas		
Communicating Information		Page 8
Investigating Issues		Page 9
Creating Innovation		Page 10

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Signature Strength

Giving Support

Know your Strength

You are more likely than others to take on an attentive and supportive role with your fellow colleagues. Your help and involvement in the work of others is likely to be strongly valued by other people. You are likely to prioritise the needs of other people.

Your Culture/Environment Fit

You are likely to prefer to work in environments where people are mutually supportive and are not unnecessarily competitive or seeking to outdo each other. That said, your style can help to pull more fractured teams and relationships together through your supportive and helpful approach.

Maximise your Strength

You may find that taking roles that involve mentoring or guiding others particularly rewarding for you and have the benefit of developing your supportive skills even further. A first step to supporting individuals at work can be achieved by listening and trying to understand, but what is often required to make a real difference is taking an active approach to improving team relationships. Think through the active steps that you can take to make communication and relationships at work more effective, and act on these. They won't all work, but it is often better to try than to let problems fester.

Use your Strength Wisely

You have a greater tendency than others to listen and be open to the needs and problems of other people. Where others may be dismissive of personal problems, you are more likely to adopt an empathic approach. It is important for you to be aware, however, that being supportive does not mean always condoning people's actions as reasonable. At times, people do not work in their own best interest or in that of the organisation and you must be careful not to inadvertently give support for their unreasonable behaviours.

Competitive Advantage at Interview from your Strength

Providing support and being attentive to your colleagues' needs is rarely a central question at interview for most roles, but interviewers are normally interested in you being able to demonstrate 'pro-social' behaviours, for example demonstrating where you integrate well with others and are prepared to go out of your way to help people. Think through examples of when you have done this. It may also be useful in a leadership context to think through how you have helped a member of staff in difficulty. One point to be aware of is that in a managerial context interviewers may be looking for a harder edge, and be seeking evidence of where you actively and more aggressively managed an underperformance problem rather than where you supported someone through it.

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Signature Strength

Evaluating Problems

Know your Strength

Your depth of analytical capability provides you with the opportunity to understand information in greater depth than the majority of other people. This is likely to provide you with a sound platform from which to evaluate problems, argue a point of view based on facts and decide on the most appropriate course of action given a number of alternatives.

Your Culture/Environment Fit

You are likely to enjoy working in cultures where the pursuit of intellectual activities and a factual basis for doing things are considered fundamental to the effective delivery of work, and where those around you can speak knowledgeably about the facts.

Maximise your Strength

There are a number of specific ways in which you might be able to improve your analytical skills even further. You can improve your specialist knowledge of an area, learn from someone who has even stronger analytical capabilities than you or learn from a practitioner in your area about the practical issues that really matter.

Use your Strength Wisely

Your analytical capabilities provide you with an intellectual focus in your work that others will often lack. It is, however, important that you appreciate the difference in approach you have from others. When you communicate with less analytical people you should be aware that they may only want a summary of your analysis and they are less likely to be interested in complexities of all of the issues. Be aware not to let your analysis hold you back from action; consider when it is more important to act rather than spend time analysing. Where the analysis is relatively unimportant to the outcome, think how to minimise the amount of time you spend on analysis to ensure you reach your objective in good time.

Competitive Advantage at Interview from your Strength

Think of a time when the analysis you have conducted had far reaching consequences. In particular, if you can demonstrate some aspect of your analysis that others would have missed, this is likely to be well received by interviewers. Unless asked, do not spend long on the real detail of the analysis, but focus on what you found and what the implications were.

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Signature Strength

Driving Success

Know your Strength

You make clear contributions and are likely to work harder than many others to drive activities and make things happen. This is an important skill as it often makes the difference between the success or failure of an ambitious project. From a personal point of view, it can also be a strength which underpins long-term high potential in your career.

Your Culture/Environment Fit

You are likely to suit cultures where reward is based on merit for tangible achievements and where the delivery of outcomes is highly valued. You may be dissatisfied and frustrated by self-satisfied workplace cultures where the present level of success and achievement is seen as sufficient and further improvements are not sought. Nevertheless, if given sufficient freedom you might still be able to have a positive impact and improve such working environments.

Maximise your Strength

Think where your efforts can make a real difference to the organisation and to your own career. You may be tempted to accept all available challenges but sometimes it can be helpful to take some time to consider what will make a real difference and so merits putting a lot of effort into. It may be helpful to categorize challenges either as easy wins or hard-fought battles. You can go for as many easy wins as you are capable of, but might want to carefully consider which hard-fought battles are worth pursuing. Recognising which battles are worth fighting because few others are likely to succeed in the area in question is a skill common to many successful individuals and can lead to important competitive advantages.

Use your Strength Wisely

Others could find your strength overpowering or unsettling, so you may need to spend time trying to get other people to clearly understand your goals and intentions. Failure to do so might result in resentment or the development of unhealthy rivalries. It is worth remembering that other people may be content to do a satisfactory job without investing the same amount of time and effort as you to achieve success. As you may be prepared to work intensely for very long periods of time you should make sure not to neglect your own welfare, as well as that of other people. Try to make time for other social, intellectual and physical activities which could help alleviate the pressure of your preferred style of work.

Competitive Advantage at Interview from your Strength

Describe in detail what differences you have made and specifically what the resultant benefits were for the organisation or end-user. Be clear to describe the extra effort you put in (e.g. hours worked, inconveniences suffered) and why you thought that putting in the extra effort was important and contributed to your success.

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Signature Strength

Driving Success

Competitive Advantage at Interview from your Strength

Interviewers like to see candidates who are realistic about their achievements, who can clearly articulate what was not successful, what they did to rectify any problems encountered and how they would avoid making the same mistakes in the future. Your active and driven style could give the impression that you are neglecting to focus on other important aspects of workplace performance, for example relationships with colleagues or the ability to evaluate information before taking action. Try to show how your achievements helped other people and what you did to ensure that the relevant people were aligned with your goals. You may need to convince the interviewer(s) that you are considering all relevant factors and not taking action without prior consideration, so explaining how you planned your activities before getting started is likely to be helpful.

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Challenge Area

Communicating Information

Know your Challenge Area

You are unlikely to be as forthright in putting your message across as many others. You tend to allow people freedom to make up their own mind and are unlikely to put forward your views and position as persuasively as others. As a result you may feel at times that insufficient account has been taken of your views.

Potentially Unsuitable Cultures/Environments

You may find it challenging to work in cultures dominated by strong personalities who you need to engage with and influence. You are also unlikely to prefer environments in which you have to personally communicate information to other people, whether internally or externally.

Working with your Challenge Area

You may need to convince people that although you may not be as forceful in putting across your views as others, your views should be taken account of. It is important to identify key opportunities to influence people as sometimes this will be required. It may be that to suit your style you can find ways to influence that do not require you to compete with others to make your voice heard. For example, you may prefer to have individual meetings with important people in order to put your point across about a specific topic.

Turning your Challenge Area into an Asset

Your less forceful style may be effective at influencing people in an informal manner. Try to make time to talk to people and express your views with subtlety. Sometimes a barrage of strong opinions without a factual basis may be less effective than your style. Think what matters to the people you are trying to communicate with and make sure you emphasise these points when discussing issues with them. Think through who it is important to influence and how best to influence them.

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Challenge Area

Investigating Issues

Know your Challenge Area

You are likely to focus less on learning, researching and implementing your specialist knowledge than many people.

Potentially Unsuitable Cultures/Environments

You are likely to be less comfortable in environments in which there is a strong requirement for you to be the expert who learns and keeps up to date with the latest developments in their field. Being less interested in highly specialised environments may mean that your development is restricted in such environments, where others, who may be more interested in developing their specialism, thrive.

Working with your Challenge Area

You may not be particularly inclined to seek out new knowledge and opportunities for learning but you can ask for advice from others on what you need to learn about. It is also likely to be particularly important for you to identify trusted experts to help advise and, where necessary, investigate issues on your behalf. You may be able to identify potential learning opportunities which can help you to develop your investigative skills further and trying to focus on issues which you find inherently interesting can be an effective way to develop your capacity to investigate issues.

Turning your Challenge Area into an Asset

People who are more focused on specialist expertise than you may sometimes overlook the concerns of the typical user, so you may be well placed to offer the kind of perspective of a typical client or user rather than a technical expert. This may allow you to focus on clients' needs and solutions, which do not require a great deal of technical expertise in order to understand. You should, however, make sure to cross check your thinking with an expert to make sure that you are not involving yourself in any legal, procedural, ethical or other issues that may not have occurred to you. It may also be worth thinking through what you prefer to focus on instead of investigating issues. It may be, for example, that you are more likely to make things happen than spend time investigating many different options and issues.

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Challenge Area

Creating Innovation

Know your Challenge Area

You are not likely to focus on the production of new ideas or original suggestions. While you may build on other people's ideas you are unlikely to generally prefer radical new ways of doing things.

Potentially Unsuitable Cultures/Environments

While you may find very creative cultures and people interesting, you may find it difficult to match the innovative input of other people in such an environment. You may also find it frustrating working in environments where generating ideas and innovation dominates over delivering results.

Working with your Challenge Area

The fact that you are less creative than many others may mean that you are more prepared to focus on tried and tested approaches and immediately workable solutions. It is still important, however, that you recognise good ideas and creativity, as well as encouraging and supporting innovation wherever possible. Creative people can be sensitive and it is important to be diplomatic at times when criticising their work.

Turning your Challenge Area into an Asset

Your focus on tried and tested methods can help to ensure that you take some time to consider new ideas and be sure that new suggestions and approaches are likely to be successful before they are implemented. You may also be effective at integrating new items with existing methods, as opposed to more creative people who may be tempted to completely change things and could inadvertently compromise existing and effective processes as a result.

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Career Area Chart

This chart indicates your suitability for 12 broad career areas covering a multitude of roles. It is worth bearing in mind that some specific occupations and jobs may have quite different role requirements. For example, if you work in marketing and you have a career alignment to research, publishing and law, it is likely that these are the aspects of marketing to which you are particularly well-suited.

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Career Area Fit

This section of the report presents your top three career areas. It further details the key strengths which underpin each of the three career areas. These strengths are based on typical requirements for jobs in each career area. Your level of strength is indicated against these typical job role requirements.

1 Career Area: Human Resources, Training & Coaching

As the jobs in this field relate to developing and interacting with a wide range of people, building relationships and providing direction, encouragement and guidance are important. A supportive and fair approach is usually required so that problems can be resolved in a participative and considerate manner. Roles in this career area tend to require receptiveness, a positive outlook and the flexibility to deal with many different types of people and situations.

Typical Job Role Requirements		Your Strengths
Building Relationships		Supporting Strength
Giving Support		Signature Strength
Adjusting to Change		Supporting Strength

2 Career Area: Finance & Accounting

Jobs in this field require a methodical, organised and responsible approach to information processing. Striving for achievement, entrepreneurial drive and commitment to excellence support performance in such roles. Finally, the critical analysis of data and documents is also central.

Typical Job Role Requirements		Your Strengths
Structuring Tasks		Lesser Strength
Driving Success		Signature Strength
Evaluating Problems		Signature Strength

3 Career Area: Health & Customer Service

Jobs in this field usually involve caring for others, with a focus on tolerance, active listening and empathy. Many such jobs also involve relationship building, interaction with others and the ability to develop rapport quickly. Many services in this field also require timely processing of detailed information and adherence to established procedures.

Typical Job Role Requirements		Your Strengths
Giving Support		Signature Strength
Building Relationships		Supporting Strength
Processing Details		Lesser Strength

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About this Report

This report is based upon the My Self assessment, which explores an individual's strengths within a work context.

Your responses have been compared with a group of 1,240 international professionals and managers and then rank ordered.

Since the questionnaire is a self-report measure, the results reflect the individual's self-perception. Our extensive research has shown this to be a good indicator of how people are likely to operate in the workplace. Nevertheless, due consideration must be given to the subjective nature of using an individual's self-perception in the interpretation of these data.

It should be remembered that the information contained in this report is potentially sensitive and every effort should be made to ensure that it is stored in a secure place.

The information contained within this report is likely to remain a good reflection of the individual's self-perception for 12-24 months, depending upon circumstances.

The report was produced using Saville Consulting software systems. It has been derived from the results of an assessment completed by the respondent, and reflects the responses they made.

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