

ProfileXT™

ProfileXT™ is a multi-purpose “Total Person” assessment that is used for selection, development, training, promotion, managing, and succession planning. The ProfileXT™ is a powerful and dynamic management tool researched, designed, and developed to be job related. This is the tool that addresses a multitude of human capital issues and provides insights for effective resolutions.

Measures:	The Total Person <ul style="list-style-type: none">• Thinking and Reasoning• Behavioral Traits• Occupational Interests
Time To Take:	Less than 60 minutes No administrator or proctoring required
Used For:	Placement Promotion Fit Coaching and Self Improvement Succession Planning Job Description Development
Customizable:	Develops Job Match Patterns by: <ul style="list-style-type: none">• Company• Position• Manager• Geography
Reports:	Individual Report Placement Report Succession Planning Report Candidate Matching Report Coaching Report Job Analysis Report Summary Report Graph Report Sales Placement Report Sales Management Report
Validation Studies:	1999, 2000, 2001, 2003, 2005, 2006
Administration:	Internet and/or Paper/Pencil
Scoring:	Internet

Profiles WorkForce Compatibility™

Profiles WorkForce Compatibility™ is a powerful tool which measures critical workplace compatibility information between a Manager (executive, director, supervisor, team leader) and their employees. Having a greater understanding of the dynamics of the relationship helps the Manager and Direct Report appreciate where their perspectives are similar and where they differ, resulting in a more productive and positive working relationship!

Provides:	Insight into compatibility between Manager and their Direct Reports Specific steps to increase Manager and employee productivity
Measures:	7 Compatibility Characteristics <ul style="list-style-type: none">• self-assurance• self-reliance• conformity• optimism• decisiveness• objectivity• approach to learning
The Process:	The Manager completes the online assessment The Direct Report completes the online assessment Profiles WorkForce Compatibility™ Reports are generated immediately online.
Time to Take:	35 minutes
Used for:	Increasing productivity Identifying and closing compatibility gaps between Manager and employee Improving communications between Manager and employee Raising the level of engagement Reducing employee turnover
Reports:	Supervisor Report Employee Report
Research and Validation Study:	2007
Administration:	Internet and/or paper/pencil
Scoring:	Internet

Step One Survey II™

Step One Survey II is the hiring tool that empowers hiring executives by providing essential information about job candidates' honesty, reliability, substance abuse, and work ethic. Using a structured interview process and an attitude assessment, the survey helps employers protect the company's assets against theft, fraud, embezzlement, inefficiency, and other debilitating factors.

Provides:	Information about a candidate's: <ul style="list-style-type: none">• Past employment• Employment-related problems• Illegal substance use• Theft of an employer's money, property, data, etc.• Computer/Internet/Email abuse
Measures:	Attitudes regarding: <ul style="list-style-type: none">• Personal integrity• Substance abuse• Reliability• Work Ethic• Teamwork• Building & Maintaining Relationships• Compensation Preference
Time to Take:	20 minutes
Used for:	Reducing employee theft and fraud Reducing loss of confidential information, trade secrets, and computer data Reducing drug testing costs Reducing absenteeism and tardiness Reducing lost time due to unauthorized computer, Internet, and email usage Selecting honest, hard working employees who show up for work
Validation Studies:	1996 - 2007
Reports:	Part 1 – Results of direct admission questions Part 2 – Results of inferential questioning/attitudes
Administration:	Internet and/or Paper/Pencil
Scoring:	Internet

Profiles Performance Indicator™

The **Profiles Performance Indicator** measures key behavioral factors and their impact on the critically important aspects of success in business, providing information that makes every employee more valuable and productive. The report helps you understand how an individual can be understood, motivated, and managed.

Measures:

- A. Behavioral tendencies in the following critical, job-related competencies and provide suggestions for improving performance:
 - Productivity
 - Quality of Work
 - Initiative
 - Teamwork
 - Problem Solving
 - Adapting to Change
- B. Response to job related stress, frustration and conflict
- C. How to motivate the employee
- D. Whether the employee is internally motivated or will need to be externally motivated

Time To Take: Less than 15 minutes

Validation Studies: 1998, 2001, 2006

Reports: Personal Report, for self-improvement
Management Report, for supervisor or manager
Graphic Summary

Administration: Internet and/or Paper/Pencil

Scoring: Internet

Profiles Team Analysis™

The **Profiles Team Analysis** reports the attributes of each team member, showing team strengths and potential problem areas. Effective teams achieve results far beyond what individuals could accomplish on their own, but team building is much more than putting people together and hoping for the best. Using the Profiles Team Analysis helps achieve team goals.

Measures:

- A. Team balance
- B. Strengths and weaknesses of the overall team
- C. Describes each team member's characteristics compared to the team leader's characteristics in the 12 Team Factors:
 - Control
 - Social
 - Patience
 - Precision
 - Ambition
 - Composure
 - Positive Expectancy
 - Analytical
 - Results Orientation
 - Emotions
 - Team Player
 - Quality Orientation
- D. Describes methods a leader can use to maximize the performance of each member as part of the team and what role the leader must play on the team

Time to Take: 15 minutes

Validation Studies: 1998, 2001

Report: For managers and/or team leaders to make their teams more efficient and to help managers select team members for top performance

Administration: Internet and/or Paper/Pencil

Scoring: Internet

Profiles Sales Indicator™

The **Profiles Sales Indicator** is an excellent tool for identifying people with the attributes for success in selling. By measuring factors such as competitiveness, persistence, energy, and sales drive, this assessment helps you build a more productive and stronger sales force.

Measures:

The key qualities that make successful salespeople:

- Competitiveness
- Persistence
- Self-reliance
- Energy
- Sales Drive

Performance in these critical sales behaviors:

- Prospecting
- Closing Sales
- Call Reluctance
- Self Starting
- Teamwork
- Building & Maintaining Relationships
- Compensation Preference

Time to Take: 15-20 minutes

Validation Studies: 2000, 2001

Reports: Management Report, used for selection, coaching, and training.
Individual Report, for self improvement programs

Customizable: Customizes Job match patterns by:

- Company
- Sales Job
- Manager
- Geography

Administration: Internet and/or Paper/Pencil

Scoring: Internet

Customer Service Profile™

Customer Service Profile™ is a tool for shaping and communicating your company's Customer Service philosophy. It provides an easy comparison of an individual's behavior traits, proficiencies and perspective on Customer Service to your company's standards.

Measures:

Behavioral Characteristics

- Trust
- Tact
- Empathy
- Conformity
- Focus
- Flexibility

Proficiencies:

- Vocabulary
- Numerical

Employee or Candidate's Customer Service Perspective

Time to Take: 45 minutes

Validation Studies: 2003, 2006

Reports:

- Individual
- Placement
- Company Service Perspective Comparison

Customization: Develops Job Match Patterns by department

Versions:

- General
- Hospitality
- Health Care
- Financial Services
- Retail

Administration: Internet and/or paper/pencil

Scoring: Internet

CheckPoint360[®]™

The **CheckPoint360[®]™** is a process used to help participants become more effective. Participants receive feedback from a full circle of people with whom they interact. The reports explain how to improve training, management techniques and communication for greater success.

Measures:

- 8 Management and Leadership Competencies
- 18 supporting Skill Sets

Communication

1. Listening to others
2. Processes information
3. Communicates effectively

Leadership

4. Instills trust
5. Provides direction
6. Delegates responsibility

Adaptability

7. Adjusts to circumstances
8. Thinks creatively

Relationships

9. Builds personal relationships
10. Facilitates team success

Task Management

11. Works efficiently
12. Works competently

Production

13. Takes action
14. Achieves results

Development of Others

15. Cultivates individual talents
16. Motivates successfully

Personal Development

17. Displays commitment
18. Seeks improvement

The Process:

Using a Survey ...

- The Participant completes a self-assessment
- The Manager rates the participant
- Peers rate the participant
- Direct reports rate the participant

All survey information provided by the respondents (except the manager's rating) is completely confidential. All input is processed by the Profiles Service Center.

Time to Take:

15 minutes

Continued

**Reports and
Support Materials:**

1. The four-color multi-rater feedback system report describes a participant's skills for 8 universal management and leadership competencies with 18 supporting Skill Sets.
2. Includes a personal development section for the 18 Skill Sets that guides a manager through ways to improve their job performance.
3. Online SkillBuilder™ with Coaching Guides are available for building on strengths and closing skill gaps.
4. Comparison reports provide a means of measuring a participant's progress in developing leadership qualities and management skills.
5. An **Organizational Management Analysis™** report provides a summary of all individual CheckPoint reports within the organization or division of the organization.

**Research and
Validation Studies:**

1992 through 2008

Administration:

Internet and/or Paper/Pencil

Scoring:

Internet

Employee Background Check

Profiles **Employee Background Check** service gives you an effective source of information about your job candidates' backgrounds, assuring their credentials are accurately represented in their résumés and other documents. You can also check for possible criminal histories, driving records, and other public information you may want to have before making a job offer.

Profiles International, Inc. provides a customizable, timely, and accurate global pre-employment screening service. We have provided Employee Background Check service to small, medium, and Fortune 500 companies for more than a decade. It features:

- Competitive Prices
- Customized Packages
- No Monthly Fees or Minimums
- Preset Cost Points

Profiles provides speed and accuracy with rapid turnaround of background check reports and a record of 99% on-time performance.

All results are audited twice before they are shown to clients. A Quality Assurance Program requires 100% accuracy from researchers.

If you are looking for a reliable source for drug testing, this service offers branch locations which are available across the U.S.

Technology solutions reduce processing time without degradation of accuracy. Complete system integration provides seamless pre-employment screening. Clients have real-time access to the data matrix from anywhere in the world. Security of your data is assured through leading 128-bit encryption data transfer and redundant, diskless firewalls and routers.

This complete Employee Background Check service can be ordered from your Profiles Representative.