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# **PSYCHOLOGICAL APPRAISAL**

**Applicant:** Ms JOSEPHINE SAMPLE

**Client:** Client Contact Name  
Contact Position  
CLIENT COMPANY NAME  
Client Address

**Position:** Business Development Manager

**Date of Report:** 20 June 2005

**SAMPLE ONLY**

**Good Candidate**

**1 PAGE CPI REPORT**

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## Guidelines for Using This Report

This report is CONFIDENTIAL.

It is based on a systematic, standardised, and objective evaluation that included mental aptitude tests, personality inventories and an interview. The process has resulted in the following diagnostic appraisal, and for some people, a set of developmental recommendations.

To be helpful, the report must be read and applied carefully. It is only one source of information and it should therefore be used to clarify and confirm other legitimate observations. It can be used for selection and placement, promotional purposes and/or the individual's active participation in ongoing development. But it should be used primarily to enhance and compliment the judgment of senior managers.

The report is to be shared *only* with those who have a demonstrated need to know its contents. It should be delivered by hand, not mailed, and after review, should be returned to an appropriate, secured storage place. Copies should *never* be made of this report. This would undermine the integrity of the process and improperly emphasise the value of the report.

There are important responsibilities for those who review this report:

1. The participant should be given an opportunity to receive verbal feedback on the results of this report from a psychologist. We believe feedback is very important and valuable to both the individual and the organisation.
2. The participant should be encouraged to act upon any developmental suggestions.
3. It should be remembered that over time individuals change. The report therefore has limited value after approximately two years.
4. The report was written with a specific intention in mind. It has limited use outside of that context. It must not be shared with others or used outside the organisation that commissioned it, unless there is express approval from the individual, the organisation and Australian Psychologists Press.

If there are any questions about this report, please contact a human resources representative from the company, or a psychologist from Australian Psychologists Press.

## **PERSONALITY ASSESSMENT**

### ***The California Psychological Inventory (CPI™)***

The CPI was used to assess the personality functioning of Ms Sample. This well-researched, objective instrument provides relevant information about the applicant, predicting strengths and weaknesses.

### **Orientation to the California Psychological Inventory (CPI)**

Ms Sample's responses to the questions on the CPI appear to have been made in an honest and consistent manner. The profile is therefore highly likely to present an accurate picture.

### **General Description of Applicant**

Overall, the profile indicates stable personality functioning in Ms Sample.

The profile suggests Ms Sample has a well-developed sense of her own personal worth, and she should prove to be secure, self-assured, and able to convey a sense of confidence. She appears to possess the personal attributes necessary to be good at sales, and should prove able to handle rejection. The profile suggests she has good presentation skills and social poise, and is able to manipulate others to get attention. She appears to possess strong needs for power and recognition, and may sometimes behave in a somewhat ostentatious way.

Ms Sample appears to possess well-developed interpersonal skills. She is likely to be highly socially interactive, talkative and articulate. She appears to possess a genuine liking for other people, and should prove to be reasonably tolerant. The profile suggests that she is sensitive to the feelings of others, and should prove to be politically astute. The profile suggests that she will usually observe and follow the rules and conventions of everyday life.

Ms Sample is likely to thoroughly enjoy group activities and the challenge of meeting new people, and should prove to be witty, spontaneous and animated in her interactions. At times, some may even see her as somewhat over-enthusiastic or overbearing.

Ms Sample appears to be very energetic, and is likely to be willing to take on leadership roles whenever they arise. The profile suggests that she is a charismatic, confident, and enthusiastic person who will seek attention through being in charge. She appears to place a high value on independence of thought and action, and is unlikely to hesitate to assert her own views, even when they differ from those of others.

The profile suggests that Ms Sample possesses high average achievement needs, both in settings that require teamwork and the following of rules, and in settings that require autonomy and independence. However, she may sometimes experience difficulty following through on long, tedious tasks, and may occasionally be somewhat impulsive. The profile suggests that she enjoys excitement, change and variety. She should prove to possess a high average ability to plan and structure her activities, whilst also being flexible and adaptive in her thinking and behaviour.

## **SUMMARY**

Personality assessment indicates some strengths and some minor weaknesses when Ms Sample is considered for this role. Overall, she appears to have the personal attributes required for the position of Business Development Manager with CLIENT COMPANY.

Having regard to the overall results of this assessment, it is possible to RECOMMEND Ms Sample for appointment.

**David Freeman** BSc BEd MEd DipClinHyp MAPS MACE FACPCP  
Psychologist