



# **RIGHT** *choice* **SYSTEM**

## CareerView

## Highlights

# What is CareerView

## Description

The CareerView assessment component gathers information about a candidate's work style preferences, motivators, concerns and expectations in order for hiring managers to provide a realistic preview of the career and to evaluate appropriate fit.



# CareerView Questions

## 46 of Questions

- ✓ *8 Traditional Work Styles*
- ✓ *14 Motivators*
- ✓ *14 Concerns*
- ✓ *10 Expectations*



# CareerView Sample Motivators Questions

## Motivators:

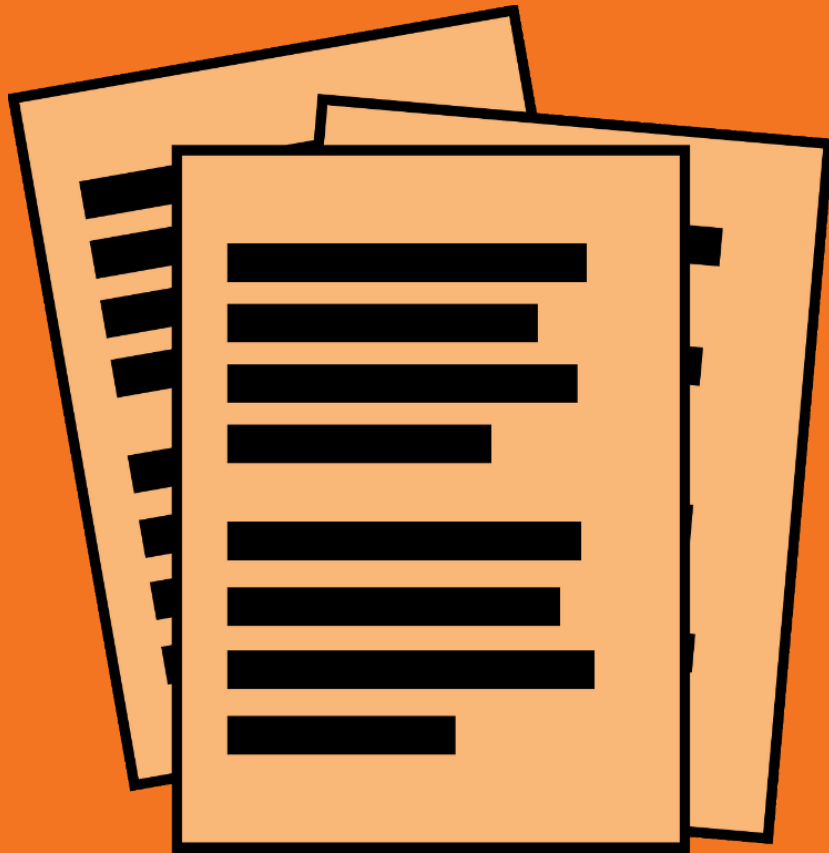
Not important – Extremely important (1-5)

How important is:

1. Independence – working on your own?
2. Influence – having authority over others?
3. Recognition – getting public acknowledgement for doing a good job?
4. Leisure time – having time away from work to use as you please?
5. Prestige – having others respect you?
6. Money – the personal income that you earn?
7. Work/family balance – the amount of time you have away from work to spend with your family?
8. Security – being confident that you will not lose your position as long as you perform well?
9. Continuous learning – your opportunity to gain new skills and knowledge?
10. Positive impact in the community – knowing that the work you do helps others?
11. High activity level – being busy all the time?
12. Creativity – having the opportunity to try out new ideas?
13. Advancement – having the opportunity to move to higher job levels?
14. Control over decisions – planning your work with little supervision?



# CareerView Manager Report Overview



## Report Options

- Hiring Manager
- Candidate

## Additional Resources Report Links

- WorkStyles Interview Questions
- Motivators Interview Questions
- Concerns Interview Questions
- Expectations Interview Questions

# CareerView Sample Reports: Motivators

## Hiring Manager

## Candidate

CareerView Motivators
Test Candidate  
Test Date

These charts help you understand a candidate's **motivators**. See below for their responses.

**Motivators Associated with Sales Careers**

Motivator	Importance Rating (0-6)
Work/Family Balance	3
Leisure Time	2
Continuous Learning	3
Money	4
Prestige	5
Recognition	3
Independence	2
Positive Impact on the Community	4

This candidate is highly motivated by tangible rewards, tends to value public recognition and enjoys situations where there is a clear "winner." They are focused primarily on personal and professional growth, and may not have a need to obtain positions of authority to feel professionally accomplished. They greatly value time spent on non-work activities with family or friends.

**Motivators Associated with Management Careers**

Motivator	Importance Rating (0-6)
Advancement	3
Control Over Decisions	4
Security	5
Creativity	3
Influence	2
High Activity Level	4

Take a look at how the candidate rates the importance of each of these motivators. This will give you a sense of the fit between this candidate's goals and the outcomes typically provided by a sales management career. The higher degree of importance they place on the motivator, the higher the likelihood of fit with a sales management role.

[Interview Questions to Ask](#)

Questions?

CareerView Motivators
Test Candidate  
Test Date

Confidential Personal Feedback Report

This chart helps you understand your **motivators**. See below for how you responded in the two categories.

**Motivators Associated with Sales Careers**

Motivator	Importance Rating (0-6)
Work/Family Balance	3
Leisure Time	2
Continuous Learning	3
Money	4
Prestige	5
Recognition	3
Independence	2
Positive Impact on the Community	4

**Motivators Associated with Management Careers**

Motivator	Importance Rating (0-6)
Advancement	3
Control Over Decisions	4
Security	5
Creativity	3
Influence	2
High Activity Level	4

Take a look at how you rated the importance of each of these motivators. Have a conversation with the hiring manager about how these motivators would play out in your new role. This will give you a sense of the fit between your goals and the outcomes typically provided by a sales or management career.

[Interview Questions to Ask](#)

Questions?

# CareerView Sample Reports: Concerns

## Hiring Manager

## Candidate

CareerView Concerns
Test Candidate  
Test Date

This chart helps you understand a candidate's **concerns about the position**. See below for their responses.

Concern	Score (0-4)
Being accepted as a trusted advisor	1
Having enough time to spend with family and friends	2
Being rejected by potential clients	3
My ability to perform well enough to meet my own standards	1
Mixing business with pleasure at social events	2
Working long hours	2
Effectively answering in-depth questions about complex financial products	3
My ability to meet management's expectations	3
Using my own money for business expenses	2
Keeping current with industry knowledge	4
Selling in a remote environment	4
Selling enough to make the income I need	4
Using the latest technology	1
Finding enough prospective clients	2
Approaching people I know for business purposes	2

**Where are the concerns?**

Evaluate the concerns the candidate reported, especially those with a high score. These should be investigated further. It may be beneficial to explain to this candidate ways in which the organization provides support in the areas of concern.

If they reported few concerns, keep in mind that it is unlikely that a candidate will have no concerns regarding a new sales position. Be sure to get a better understanding of their concerns through interview questions, as they progress through the process.

[Interview Questions to Ask](#)

Questions?

CareerView Concerns
Test Candidate  
Test Date

Confidential Personal Feedback Report

This chart helps you understand your **concerns about the position**. See below for how you responded.

Concern	Score (0-4)
Being accepted as a trusted advisor	1
Having enough time to spend with family and friends	2
Being rejected by potential clients	3
My ability to perform well enough to meet my own standards	1
Mixing business with pleasure at social events	2
Working long hours	2
Effectively answering in-depth questions about complex financial products	3
My ability to meet management's expectations	3
Using my own money for business expenses	2
Keeping current with industry knowledge	4
Selling in a remote environment	4
Selling enough to make the income I need	3
Using the latest technology	1
Finding enough prospective clients	2
Approaching people I know for business purposes	2

Review how you rated your level of concern for each of these areas, especially those that you are very concerned about. These are topics you will want clarity on as you learn more about the role. In your conversations with the hiring manager, ask for details around these concerns. This will give you a realistic sense of the role and help you decide if this career is right for you.

Questions?

# CareerView Sample Reports: Expectations

## Hiring Manager


### CareerView Expectations

Test Candidate  
Test Date

This chart helps you understand a candidate's **expectations of this position**. See below for their responses.

Activity	Candidate's Response
Number of hours per week spent contacting people	16 to 20 hours
Number of hours per week spent studying sales presentations/products	11 to 15 hours
Total number of hours worked per week	40 to 44 hours
Number of evenings typically worked per week	3 evenings per week
Number of contacts needed to get one meeting with a prospective client	10 to 14 people
Number of sales presentations needed to make one sale	7 to 9 presentations
Number of sales expected to make during their first year	60 to 99 sales
Money spent per week on out-of-pocket business expenses	\$25 to \$49
Amount expected to earn in their first year	\$40,000 - \$49,999
Amount expected to earn in their third year	\$70,000 - \$79,999


**Is it a match?**




Evaluate any significant differences between what the candidate responded and what you know about your organization.


It is important that the candidate clearly understands the expectations that are typical of your office.

Candidates may leave an organization after a short period of time if they are contracted with an unrealistic picture of the work they are expected to do.

 [Interview Questions to Ask](#)




Questions?



## Candidate

### CareerView Expectations

Test Candidate  
Test Date




### Confidential Personal Feedback Report


This chart helps you understand your **expectations of this position**. See below for how you responded.

Activity	Candidate's Response
Number of hours per week spent contacting people	16 to 20 hours
Number of hours per week spent studying sales presentations/products	11 to 15 hours
Total number of hours worked per week	40 to 44 hours
Number of evenings typically worked per week	3 evenings per week
Number of contacts needed to get one meeting with a prospective client	10 to 14 people
Number of sales presentations needed to make one sale	7 to 9 presentations
Number of sales expected to make during their first year	60 to 99 sales
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Amount expected to earn in their first year	\$40,000 - \$49,999
Amount expected to earn in their third year	\$70,000 - \$79,999

This information will help the hiring manager provide an accurate depiction of the career by comparing your responses to what they know about the role and the organization. Be sure to ask any questions that will help clarify your understanding about what would be expected of you.



Questions?





# CareerView Sample Reports: WorkStyles


## Hiring Manager

CareerView WorkStyles
Test Candidate  
Test Date

This chart helps you understand a candidate's **work preferences and approaches**. See below for their responses.

Work Style	Importance Rating (0-6)
Being able to work from home is...	3
Working with colleagues in an office setting is...	2
Learning through self-study or distance learning	3
Learning by observing others is...	4
Learning in formal training is...	5
Working with minimal supervision is...	3
Setting my own goals...	2
Working with a mentor is...	4


**Is it a match?**





Evaluate any significant differences between what the candidate responded and what you know about your organization's work styles.

If there are mismatches, take care to explain what they can expect – differences in style could impact work performance.


You'll want to make sure they have realistic expectations.

 [Interview Questions to Ask](#)

 Questions?


## Candidate

CareerView WorkStyles
Test Candidate  
Test Date




Confidential Personal Feedback Report

This chart helps you understand your **work preferences and approaches**. See below for how you responded based on your preferences.

Work Style	Importance Rating (0-6)
Being able to work from home is...	3
Working with colleagues in an office setting is...	2
Learning by observing others is...	4
Learning in formal training is...	5
Working with minimal supervision is...	3
Setting my own goals...	2
Working with a mentor is...	4


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 Questions?
