

Psychometric Assessment Tips

Hello!

Lead Talent places high value on the importance of psychometric assessments and as they become an increasing staple part of the hiring process we wanted to provide insight into what they are, why they are used and most importantly how you can best prepare yourself to ensure you perform to the best of your abilities.

What Are They?

Simply put, psychometric assessments are a set of questions or problems that will test your cognitive abilities and your personality. Psychometric assessments help employers work out whether your CV and interview answers are indeed an accurate representation of your personality and skills.

Behavioural traits are more difficult to assess during an interview, unlike education, skills and experience. Psychometric assessments give an objective overview to the potential behaviours of you as the candidate.

Giving the employer and ultimately you, a better overall evaluation of your suitability not only to the role, but the cultural fit of the company.

Put even simpler, the word psychometric basically refers to the measurement of the mind.

Some of the most commonly used psychometric assessments:

- Myer-Briggs Type Indicator (MBTI)
- Minnesota Multiphasic Personality Inventory (MMPI)
- Occupational Personality Questionnaire (OPQ)
- SHL Managerial and Graduate Item Bank (MGIB)
- Raven's Progressive Matrices

What Do They Measure?

Psychometric assessments can measure interests, personality, and aptitude.

Interest assessments measure how people differ in their motivation, values, and opinions in relation to their interests.

Why Are They Used?

Personality assessments measure how people differ in their style or manner of doing things and in the way they interact with their environment and other people.

Aptitude assessments measure how people differ in their ability to perform or carry out different tasks.

Why Prepare?

While it is possible to sit the assessment without preparation, know that relying on your skillsets alone will not get you very far. Remember, **you are competing with other candidates**. By self-practicing **you will gain the needed competitive edge** in today's selective job market.

Your Preparation Steps:

1. Be Clear On The Task And The Assessment Format.

Before starting to prepare for your upcoming psychometric assessments, find out as much about the testing process as possible. There are a number of commonly used psychometric reasoning assessments including: numerical; verbal; diagrammatic; logical; mechanical; abstract; spatial and situational judgement assessments. Your assessment will differ in length, structure and time limit. Knowing the format will help you be clear on what's expected and the pace to work at. If this information is not provided, do ask the question.

2. Refresh Relevant Knowledge.

Revisit your knowledge of specific skills that may be required. For a numerical assessment, it is sensible to revise dealing with mathematical concepts such as fractions, percentages, sequences, ratios, and basic algebra.

A verbal reasoning assessment will often ask you to review and select the best edits for a paragraph of text, so consolidate your knowledge of correct sentence structure and grammar, along with synonyms.

3. Practice, Practice, Practice.

It's tempting to go straight to the assessment but we highly recommended that you complete a practise session first. This will help you understand the style of question and allow you to familiarise yourself with the layout of the assessment. Research practice assessments are available on the internet.

The most comprehensive way to prepare is to **take multiple practise assessments to become accustomed to the process, timing and questions**. Although taking timed practise assessments may not be the most appealing form of preparation, sitting full assessments is much better training than simply reading through example questions and answers.

4. Past Assessment Experiences.

If you have taken a psychometric assessment before, seek to build on the experience. Think about the aspects that went well, and ensure you have the conditions and knowledge required to replicate your performance.

If you encountered problems during a past assessment, seek to address these directly. If you had issues with the timing of the assessment, for example, practise improving and stabilising your pace. If the fractions in your last numerical reasoning assessment had you breaking a sweat, allocate some of your practise time to focusing on similar questions.

5. Check Your Tech And Environment

Psychometric assessments are administered online, and most – unless part of an assessment center – are taken at home. Before you take the assessment, check that your internet browser is up to date. Check your internet speed. Using a mouse over a control pad can impact positively on time sensitive assessments. Think of this assessment being conducted under test conditions, keep your environment free from distraction. Turn notifications off and keep your mobile off or out of sight. If you are disturbed for any reason, most assessments will have a pause button but ensure you revisit immediately to ensure you can pick up where you left off.

Insider Tip...

The quicker you start and complete the assessment, the more engaged your prospective employer will feel about your interest in the role. Of course, you may have to wait for the weekend to find a quiet time but ensure you **complete any assessment within 48 hours or receiving** it or ensure you notify them of your time scales. (Do read these hint and tips before completing the assessment).

For Personality Trait questionnaires, **be honest**. If you're inconsistent in your answers, or trying to answer the questions how you feel your future employer will want you to, the answer will only result in an inaccurate/incomplete assessment and a mismatch for your next move.

Ensure you receive feedback on your psychometric assessment from a qualified practitioner to ensure you understand the key points to support your own career development and to understand your strength or development areas.

If you would like any advice or are looking for your next career opportunity, please do not hesitate to give me a call on 07703 464690.

Good luck!

Emma.