



# The Omnia Selection Report

**omnia**®  
Top Talent. Remarkable Results.

Participant Name:	Sam Sample
For the position of:	Consumer Loan Underwriter
Prepared for:	WSheaffer
Client Name:	Omnia Report Samples
Client #:	20-SAMPLES
Analyst:	WendyS
QC:	AlainaS
Profile #:	1557971WB
Date:	November 4, 2021

Client Name: Omnia Report Samples

Client Number: 20-SAMPLES

Participant Name: **Sam Sample**

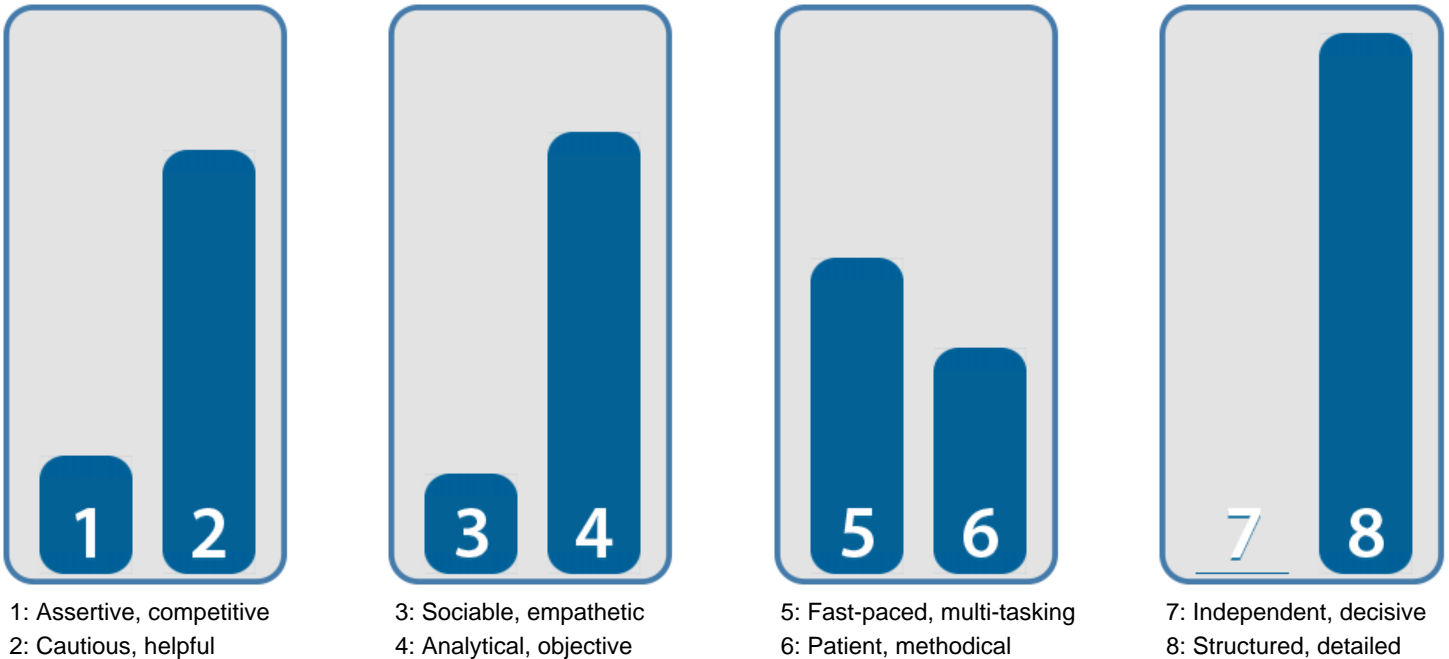
Position: Consumer Loan Underwriter

Profile Number: 1557971WB

Report Date: November 4, 2021

Omnia Profile: **SELECTION**

ENERGY:	Optimal
PERSPECTIVE:	Optimal
INTENSITY:	Elevated
COMPATIBILITY:	
Job:	
Cultural:	



## ANALYST COMMENTS WRITTEN FOR: Sam Sample

Sam's Omnia Profile is similar to your consumer loan underwriter position. She aligns to your target in most areas and is conditionally recommended. Similar to your needs, Sam is highly detailed with an analytical mindset. As such, she should demonstrate strong task focus and meticulous work habits when underwriting consumer loans. She works best when she has explicit guidelines to follow and a clear delineation of her underwriting authority. She prefers to follow procedures to avoid risk and errors. She tends to be quite cautious, while your target candidate is more proactive. Sam could hesitate to show initiative in situations that are ambiguous or unfamiliar, and she could be uncomfortable interacting with members and external retail establishments unless she has all the answers ready. If you proceed, she will appreciate a strong training foundation and perhaps a mentor she can turn to with questions as she learns the ropes. Sam is naturally analytical, so her focus is on facts. She has an aptitude for gathering information and for concentrating on data-intensive tasks. She is likely to get her energy from internal activities like research, planning and examining loan documents. She is meticulous for combing through the fine print to uncover risks and potential liability. As a communicator, she should be straightforward and thorough. She is likely very good at relaying accurate information, but she might not focus on building and sustaining social rapport.

Quick paced, Sam works with urgency but not at the expense of quality. She should effectively prioritize her work, though she might struggle to speak up when she gets overwhelmed, and she could get bogged down by checking and rechecking her work. Meet with her regularly to ensure she is moving through her workload as expected. She wants to avoid errors and could feel the sting when she does something wrong or gets critical feedback. Be diplomatic when pointing out areas for improvement. She is motivated by security, teamwork, thorough direction and quantifiable goals.



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### ENERGY: Optimal

Individuals with "optimal" energy normally have good mental alertness. Accordingly, we see good potential in Sam for productive behavior throughout your typical workweek for this position, without undue performance fades or burnout. Sam should be easily trainable.

### INTERVIEW QUESTIONS:

1. How have you added value to your job over time?

2. Give an example of why you are a quick learner.

3. How do you maintain a consistent level of energy when you have to work long hours?

4. What characteristic does one exhibit to show they have a good work ethic?

5. What do you consider your most productive time of day? Which time of day is the hardest?



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### PERSPECTIVE: Optimal

Sam shows an optimal perspective, suggesting good quality and purposefulness to her behavior. This means that she should not surprise you by behaving out of character. It also suggests that she has a considered reason for what she says or does and should typically give mature forethought to the consequences of her words and actions.

### INTERVIEW QUESTIONS:

1. What are some things you will NOT do to be successful at work?

2. What is the key to presenting a mature, professional image?

3. Under what conditions do you do your best work?

4. Give me an example of when you had to be tolerant on the job.

5. Tell me about a time when you conformed to a policy with which you disagreed.



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### INTENSITY: Elevated

Sam shows an elevated intensity, suggesting the presence of some exaggerated traits; these may result in magnified, even intense behaviors. At this extent, even otherwise healthy strengths could have negative ramifications, as traits this pronounced may come at the expense of reciprocal characteristics. Stress and overextension might sometimes cause one to describe oneself in extreme terms, but make sure that the manifestation of Sam's exceptionally strong traits typically falls within the realm of appropriate behavior.

### INTERVIEW QUESTIONS:

1. What turns you off the most in a work environment?

2. What aspect of your personality causes you the most trouble at work?

3. What are the most pressing weaknesses you would like to strengthen in the coming year?

4. What do you think is your most extreme characteristic, and how do you tone it down when you're at work?

5. Tell me about a time you had difficulty getting along with others?



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*When you complete an Omnia position description form, the questionnaire builds an 8-column personality graph for the job. When an Omnia analyst receives a completed profile assessment, the participant's Omnia graph is compared to the job graph and cultural items. Points are deducted when dissimilarities exist between your needs and the participant's preferred behaviors. We also take into consideration Energy, Perspective, and Intensity when scoring the profiles*

#### COMPATIBILITY:

This EPIC Profile has been scored based on the position title you selected, but you have opted not to display the compatibility ratings. We advise against displaying compatibility ratings when the participant is an existing employee or the overall goal of the report is how to manage the participant for optimal performance and to provide information on the participant's strengths and challenges, communication style, and motivational needs. When these are the goals, a compatibility rating may not be as helpful to you as the management and motivation information contained within the Profile report. If you would like to discuss the compatibility rating privately, please contact a client advisor at 800-525-7117.



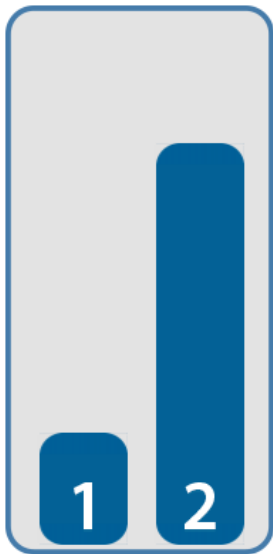
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## PRIMARY PERSONALITY TRAITS

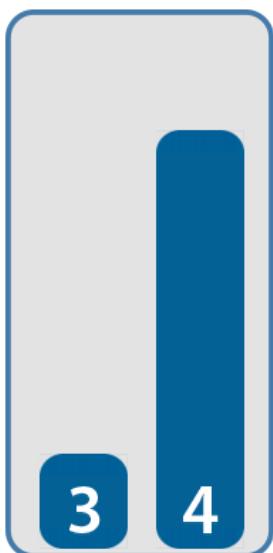


1: Assertive, competitive  
2: Cautious, helpful

### Tall Column 2:

Sam seems helpful and team focused, so she is apt to readily accept direction and strive to assist others. Her personal goals are likely modest in nature, and she may be most comfortable working in a behind-the-scenes financial role.

While she may take initiative in safe or familiar situations, she might seek advice from a trusted source in unique or unusual circumstances. Make sure Sam knows where to look for answers, should her immediate supervisor not be available to provide them.



3: Sociable, empathetic  
4: Analytical, objective

### Tall Column 4:

Sam appears to have good task focus and fine tolerance for such duties as reconciling accounts, writing reports, analyzing financial data, or any other essentially solitary endeavors tangent to a financial position.

She seems to be a good listener and fine needs assessor. When discussing financial issues, Sam should offer facts and accurate information that is based on her assessment of the situation, rather than generalizations. Expect this candidate to respond well to specific, private feedback, rather than public praise.

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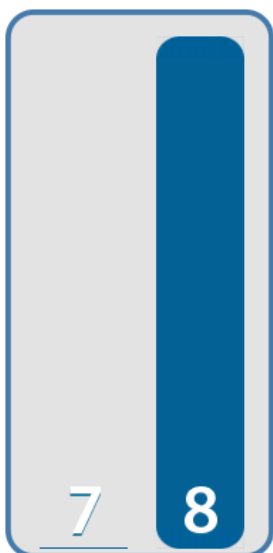


5: Fast-paced, multi-tasking  
6: Patient, methodical

### Moderately Tall Column 5:

Sam's results display fairly equal measures of time-sensitivity and patience. She can likely adapt to change, reach a tight deadline, or focus on routine, repetitive tasks.

Although she shows a preference for some variety in her day, Sam should work persistently on financial functions, such as invoicing, processing reports or updating accounts. She can likely adjust her tempo to meet the demands of the day.



7: Independent, decisive  
8: Structured, detailed

### Very Tall Column 8:

Sam appears extremely structured and focused on details. As such, she is likely to take great care to avoid errors and complete assignments as accurately as is possible.

However, since she seems quite fearful of making a mistake, she might lose time checking and rechecking her work in an attempt to make it perfect. She could also require a good deal of hands-on guidance and specific instruction. Provide her support in the form of written directions and personnel resources. Help her prioritize duties and identify when projects are complete to company standards. Offer Sam gentle, tactful feedback and plenty of reassurance, as she may be very sensitive to criticism.





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## BEHAVIORAL DYNAMICS

### Combination of Tall Columns 2 and 4:

Sam appears cautious and logical, with a keen problem solving ability and a good deal of comfort for handling fiscal duties such as analyzing data, calculating payments and reconciling accounts.

She probably prefers taking direction and working toward team goals, rather than leading others or handling tough negotiations. Sam may be slow to warm up to new people, but she should be businesslike and succinct. Working on complex, solitary assignments in a financial support position is likely well within her comfort zone.

### Combination of Tall Columns 2 and 8:

Sam tells us she is team-focused and cooperative; she likely takes direction well and strives to assist others. Expect her to take great care to avoid errors when completing involved, financial assignments and to work by the book.

This candidate is likely her own worst critic and might feel that she has let her boss or her team down if she makes a mistake. Point out errors diplomatically and in private, and offer Sam reassurance that she is on the right track.

### Combination of Tall Columns 4 and 8:

Sam tells us she is analytical and accuracy-focused; she is likely a careful troubleshooter who is focused on details and inclined to faithfully adhere to established procedures. This should bode well for her ability to succeed in many financial positions, including bookkeeping and accounting. She should be a succinct, business-like communicator who provides very thorough answers to others.

Since Sam appears eager to avoid errors and to be well versed in the specifics of her job, she might feel deflated by criticism. Be sure necessary critiques are delivered tactfully and in private.



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## TALENT MANAGEMENT & COACHING

### MOTIVATED BY:

The ability to work behind the scenes toward team objectives. Security and limited risks.

Intellectually challenging assignments. Private, specific feedback from a fair, objective manager. The ability to work in relative solitude for the majority of the day.

A dynamic, bustling work environment. Task variety and challenging deadlines.

Clear, measurable objectives. Detailed, up-front instructions. An attentive manager and positive feedback.

### DEMOTIVATED BY:

Having variable, rather than fixed and reliable compensation. Exposure to risk and being expected to take charge of unfamiliar situations.

General, public praise rather than work-specific feedback. A work place that emphasizes relationships over knowledge. A subjective manager who evaluates staff based on feelings rather than performance.

A rigid, unchanging routine. Time-consuming or repetitive assignments. Long-term objectives and a lack of task variety.

Limited guidance and support. Vague or incomplete instructions. Frequent or blunt criticism of completed work.



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## FINANCIAL DEVELOPMENT

### PROBABLE STRENGTHS:

Nonconfrontational, helpful collaborator, may desire to work in a low-key role such as accounting or bookkeeping.

Possesses the analytical mindset that can be valuable when handling data-driven financial tasks, objective thinker.

Time sensitive, comfortable handling a variety of tasks, not daunted by brisk timetables.

Focuses on financial details to make certain the output is thorough and correct, abides by protocols, accommodating.

### POSSIBLE WEAKNESSES:

Discouraged by criticism, could back down from difficult situations.

Might use a brusque communication style, needs time to get to know new people.

May try to take on too many endeavors at once, impulsive, might be disorganized.

May be own toughest critic when an error is made, might be uneasy making independent judgment calls in new areas.



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## SUGGESTED INTERVIEW QUESTIONS

1. Describe a time when you encountered obstacles in your last job while you were in pursuit of a goal. What happened?

*Listen to see how well the individual problem-solved. Look for indicators he or she exercised persistence to attain the goal.*

2. How do you assert yourself in order to get what you need?

*Consider whether the answer reflects someone who is cautious and concerned about not offending anyone, or someone who speaks up boldly. Evaluate how well that approach would likely work in this position.*

3. What two or three things are important to you in a job?

*The response may reveal primary motivators. Consider whether this position would be compatible with those values.*

4. Take me through a project where you demonstrated analytical skills.

*Evaluate how well the individual gathered and considered the facts, versus using intuition alone. Consider how objective his or her tactics were.*

5. Why do you think you'd be a good fit for this job?

*Make sure the individual has good insights into what this position requires for success. Listen for whether he or she can articulate how his perceived strengths will be applicable in this role.*

6. Tell me about a time when you delegated a project effectively.

*Confirm the candidate was successfully able to explain what was needed and to provide enough guidance for the person doing the actual work. Make sure the candidate was willing to delegate in a way that helped the work get done more efficiently.*



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## SUGGESTED INTERVIEW QUESTIONS

7. What risks did you take in your last or present job? Tell me about them.

*Willingness to take risks without supervisory guidance signals a bolder individual than is usually needed here.*

8. How important are details to you?

*A high col. 8 considers details of the utmost importance; those who do not may not be tolerant of intricate tasks.*

9. How do you use deadlines in your work?

*If the individual expresses negativity about deadlines, he/she may have difficulty meeting them.*

10. What 3 things about your last job gave you the most satisfaction? Why?

*Confirm that elements of what the candidate liked in previous positions will be available at your organization. Also, the candidate's responses should provide good insight into motivators.*

11. Can you think of an example of a lesson you learned from someone else's mistake?

*Make sure the candidate shows an appropriate willingness to learn and an awareness of quality issues.*

12. Tell me about a team project of which you are particularly proud and your specific contribution.

*Watch that the person uses team terms like "we" in his/her description.*



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## THE SELECTION COMPANION

These questions are designed to assist the interviewer in ranking the candidates overall qualifications for the position to which they have applied. Under each heading the interviewer should give the candidate a numerical rating and write specific job related comments in the space provided. The numerical rating system is based on the following: 5 - Exceptional, 4 - Above Average, 3 - Average, 2 - Satisfactory, 1 - Unsatisfactory

**Educational Background** - Rating: 1 2 3 4 5

*Does the candidate have the appropriate educational qualifications or training for this position?*

Comments:

**Prior Work Experience** - Rating: 1 2 3 4 5

*Has the candidate acquired similar skills or qualifications through past work experiences?*

Comments:

**Technical Qualifications/Experience** - Rating: 1 2 3 4 5

*Does the candidate have the technical skills necessary for this position?*

Comments:

**Verbal Communication** - Rating: 1 2 3 4 5

*How were the candidate's communication skills during the interview (i.e. body language, answers to questions)?*

Comments:

**Candidate Enthusiasm** - Rating: 1 2 3 4 5

*How much interest did the candidate show in the position and the company?*

Comments:

**Knowledge of Company** - Rating: 1 2 3 4 5

*Did the candidate research the company prior to the interview?*

Comments:



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**Initiative** - Rating: 1 2 3 4 5

*Did the candidate demonstrate, through their answers, a high degree of initiative?*

Comments:

**Time Management** - Rating: 1 2 3 4 5

*Did the candidate demonstrate, through their answers, good time management skills?*

Comments:

**Customer Service** - Rating: 1 2 3 4 5

*Did the candidate demonstrate, through their answers, a high level of customer service skills/abilities?*

Comments:

**Salary Expectations** - Rating: 1 2 3 4 5

*What were the candidate's salary expectations? Were they within the range for the position?*

Comments:

**Overall Impression and Recommendation** - Rating: 1 2 3 4 5

*Final comments and recommendations for proceeding with the candidate*

Comments:



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## ABOUT THE OMNIA PROFILE

The Omnia Profile report is based on responses to the Omnia Profile, an instrument that measures preferred behavioral characteristics. While an individual's behavior can fluctuate depending on the situation, the Omnia Profile captures an individual's most comfortable pattern of behavior and is therefore a good indicator of how they will respond to most business situations and tasks. The Omnia Profile should account for only 20 to 25 percent of the overall hire, promotion and career development decisions.

As with any assessment, the Omnia Profile does not measure all factors that contribute to individual success and productivity. Outside of the behavioral characteristics, we recommend you fully evaluate a participant's skills, education, intelligence, personal work ethic and integrity. For selection, carefully confirm as much as possible from references, work history and the interview responses.

Your People. Discover Them. Understand Them. Evolve Them.