

Assessment guide

What Wealthsmiths™ can expect from Assessments

We want to create a world worth living in and help people live their best possible life within it.

Our strength lies in our people and the ultimate purpose of safeguarding what is precious to our clients. *It's for this reason that assessments form part of making the match!* Certain jobs require a specific skill and set of behaviours and are called 'competencies'. We measure these 'competencies' in our assessments by way of psychometric appraisals, interviews and other evaluations.

When there's a good competency match good performance is inevitable!

What, how and why?



The Candidate Journey takes you on a course that defines the expectations we have for each other. This stage of the journey is designed to clearly assess your ability to do the job which you have applied for.

You may encounter the following methods of assessment:

- ① CV and application form.
- ① Ability Tests could include verbal, numerical or reasoning tests. These tests may be online or written and are timed. The type will depend on the position you are applying for.
- ① Personality questionnaires are self-assessments which provide insight into your natural style or preference and how it is likely to impact how you might perform in that position.
- ① Situational judgement exercises are examples of job-related tasks. You can demonstrate your approach to tackling tasks.
- ① Interviews.



Remember that selection is a two-way process in which both you and the organisation make a choice – and the choice must be right for both of you.

How do I prepare?



Ascertain exactly what type of assessment you will be doing, how long you need to set aside and whether you need to prepare or bring anything along.

During the assessment:

- ④ When completing assessments online, read through the instructions carefully and complete all practice and example questions.
- ④ When doing face-to-face exercises, assessors will be looking at how well you understand and execute the instructions, so listen carefully. Don't be afraid to ask if you are unsure about what you must do. If you try to guess what the assessors are looking for, you may be wrong. It is

best to be yourself and respond honestly. Remember, you want to show your genuine desire and ability to do the job that you are applying for.

- ④ If the assessment involves interviews, team exercises, or role-play, pay attention to your non-verbal signals, such as eye contact, facial expression and gestures. If you feel you have performed poorly in one exercise, don't give up. Your overall performance is considered.

After the assessment:

- ④ You may request feedback irrespective of the outcome. This may give insight into your strengths and areas for improvement as well as your future development.