

Guide to Completing Assessments



Gateway uses a number of online assessments, either before or after the interview stage. We use a selection of the assessments outlined below, depending on the nature of the position.

The purpose of this guide is to provide a little more information on the assessments that may be used in our recruitment process, as well as a few tips.

Emotional Intelligence Assessment	<p>Emotional Intelligence is defined as –</p> <p><i>The capacity to be aware of, control, and express one's emotions, and to handle interpersonal relationships judiciously and empathetically.</i></p> <p>The online Emotional Intelligence Assessment that we use is EQ-I 2.0 from MHS. There is no time limit for completion; however we would expect that most people would take around 15-20 minutes.</p> <p>You would be required to rate a series of statements (around 130) on a scale, according to how much they apply to you.</p> <p>Point to note: It is important that you do not try to create a more positive impression when completing this assessment. The model has fail-safes built in to highlight attempts to influence the result.</p> <p>Also, high scores do not necessarily equal a better outcome. The EQi assessment also takes into account the balance between factors, so attempting to create a positive impression in one area may result in a concern in another area.</p> <p>Please just answer truthfully – as yourself. After all, it is the real you that we would have to work with!</p>
Abilities Tests	<p>Abilities tests are time limited and all up will take around 30 to 40 minutes to complete in total for all 3 tests. These tests generally include:</p> <ul style="list-style-type: none">• Verbal Critical Reasoning• Numeric Reasoning• Abstract Reasoning <p>Once you start a section, you cannot pause it and will have a fixed time to complete it. Therefore they should be completed when you are able to concentrate and are unlikely to be disturbed.</p>
Behavioural Profile – DiSC	<p>We generally use a DiSC profile, otherwise called PPA, from Thomas International as our behavioural profile. This will help us to understand how you might prefer to behave within a work setting. With this in mind, it is very important that your context when responding is: “when I am at work I am...”.</p> <p>This is a very quick assessment which should take around 10 minutes to complete. Don't over think your responses or try to influence the results – you may not get the outcome that you want!</p>
Sales Assessment	<p>Applicants for sales roles will be asked to complete the OMG Sales Candidate Assessment. On the basis that not every approach works in every environment, this tool has been calibrated to assess the likely sales style of candidates against Gateway's preferred sales approach.</p> <p>It takes approximately 20 minutes to complete online and candidates would be best have any recent sales figures to hand during completion.</p>