



# J**q**b

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Job enables you to identify the behavioural requirements of a job which will help you:

- ➔ Recruit the right people for the right job
  - ➔ Identify development needs
  - ➔ Restructure roles and redeploy talent
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## What is Job?

Thomas Job is a behavioural benchmarking tool which enables you to set a template of the ideal behaviours required for your roles.

Once you have created your benchmark, Thomas Job, used in conjunction with Thomas PPA, enables you to match the ideal behaviours for the job with the profile of your candidates and employees, using a 'goodness of fit' scale.

## How can Job help you?

### → Recruit

Good recruitment and selection of a candidate starts with knowing what good looks like. Thomas Job enables you to identify the behavioural requirements of the job you are recruiting for and match the right candidates to the right job. Which means you will save time during the recruitment process and reduce the risk of hiring the wrong person.

### → Retain

Employees in the right job typically have a high level of job satisfaction and are more likely to stay with your organisation. Thomas Job enables you to boost employee satisfaction and reduce staff turnover by helping you identify the behavioural requirements of the job, understand which employees are in the right job – and which aren't – giving you an insight on where action is needed.

### → Develop

Thomas Job enables you to quickly get a view of the employees whose behaviours match the requirements of their role – and those who don't. And, by exposing the competence gaps, you can pinpoint your staff's exact development needs, tailor their development plan and ensure your training investment is focused.

### → Manage

Thomas Job enables you to bring more focus to managing your people by giving you a firm indication of the requirements of their role, putting you in a strong position to understand how to get the best out of your workforce.

### Features

**Assessment type:** Behavioural benchmarking tool

**Time to complete:** 20 minutes

**Format:** 24 questions

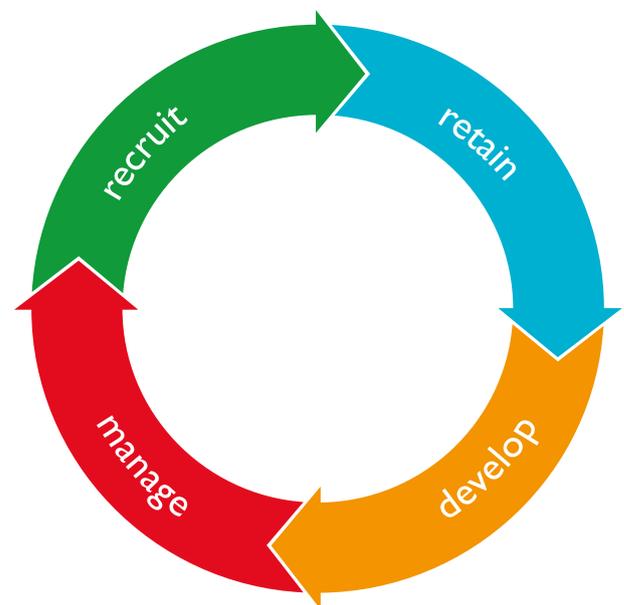
**Availability:** 56 languages

**What training is required:** None



“After introducing Thomas Job and PPA we immediately saw a better calibre of candidate at interview.”

Bob Taylor, Everything Office



Our assessments will provide an insight into your people potential, what motivates them, their core strengths and limitations. They will add a high level of certainty to all of your people-related decisions across all areas of the employee lifecycle.

## What you get

Thomas Job provides you with a number of reports to help you understand the requirements of a role and identify how well suited an employee or candidate is to it:

- Job Profile provides a template for the job and outlines the key behavioural characteristics of the role
- Job/Candidate Comparison report identifies a goodness of fit rating for an employee, outlining their suitability for the role
- Search & Select report identifies a number of employees whose behavioural profiles indicate a high goodness of fit to the role

Used in conjunction with Thomas PPA, which takes 8 minutes to complete, you are provided with an initial profile detailing:

- How a person prefers to behave at work and the characteristics they will demonstrate
- How or whether a person is modifying their behaviour in their current role beyond a level that is comfortable or sustainable in the longer term
- Any frustrations the person has in their current job
- How a person behaves under pressure
- Their strengths, limitations, basic fears and value to the organisation

## Validity

Personal Profile Analysis is registered with the British Psychological Society (BPS) and audited against technical criteria established by the European Federation of Psychologists' Associations, confirming it meets the psychometric requirements for use as a psychological tool.



Above: Job/Candidate Comparison report

“One of the specific issues Thomas’ assessments helped address was ‘Is this person in the right job?’”

Ed Moss, Ringrose Law Group

“Job profiling is excellent, it really allows you to highlight the requirements of the job.”

Kay Attard, Motor Neurone Disease Association

## How you’re supported

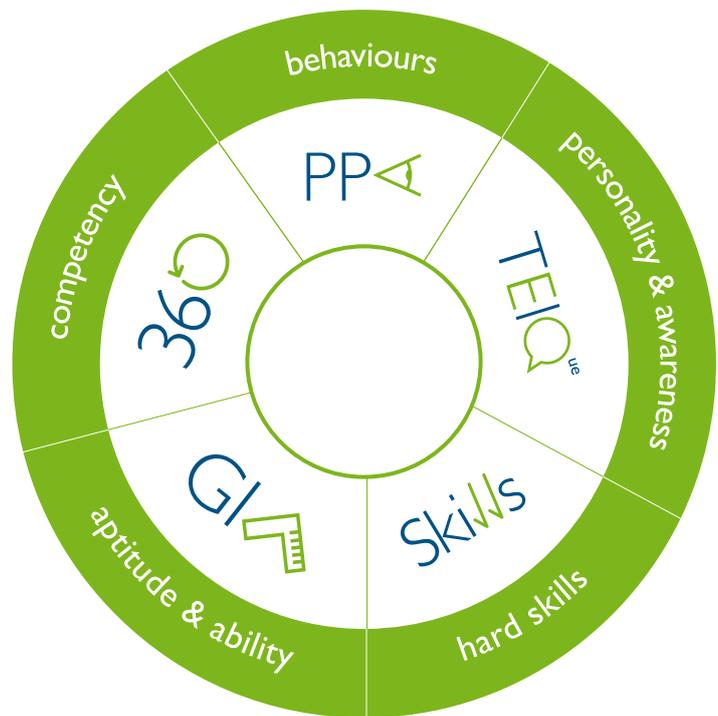
Our client service teams are here to train you, advise you and help you to use people assessments to achieve an immediate impact on your business.

Providing unrivalled face to face support, Thomas’ client support teams blend the skills and expertise of consultants, occupational psychologists, trainers, client service staff and technical support.

Our consultants are based locally to you, many of them are experienced business leaders. They understand your challenges and will take a pragmatic approach to enabling you to achieve the maximum value from your people.

Thomas Job is part of a range of assessments that empower businesses to transform the performance of their teams and individuals – and deliver an immediate impact on their organisation.

Our assessments work together to give you a full insight into what makes people successful – their behaviours, personality, aptitude and ability, competency and hard skills.



**Use Thomas assessments to:**

| Recruit                   | Retain              | Develop                                     | Manage                          |
|---------------------------|---------------------|---|---------------------------------|
| Attract                   | Motivate            | Appraisal                                   | Poor performance                |
| Screen                    | Creative engagement | Performance reviews                         | Top performers                  |
| Select                    | Maintain morale     | Coaching & mentoring                        | Fast track & focus managers     |
| Run assessment centres    | Conflict resolution | Leadership & front-line management skills   | Productivity & efficiency       |
| Improve interview quality | Restructure roles   | Communication & interpersonal relationships | Team performance                |
| Deploy talent             | Boost productivity  | Career development                          | Organisational redesign         |
| Assess for promotion      | Engender loyalty    | Team effectiveness                          | Improve managers' people skills |

Thomas has been at the forefront of assessment innovation for 30 years. We provide assessments in 56 languages and have a presence in over 60 countries. Today we are working with 32,000 companies and 250,000 trained Thomas users worldwide. Our clients span every type of business of all sizes and complete over 1.5 million assessments every year.

Visit us at [www.thomasinternational.net](http://www.thomasinternational.net)

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