

selection



H O G A N
JOB EVALUATION TOOL

development

A job analysis system
to identify personal characteristics
and competencies
required for job performance.

HOGAN
ASSESSMENT SYSTEMS

The Science of Personality™

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The Job Evaluation Tool (JET) is a job analysis system designed to identify personal characteristics and competencies required by jobs. Different jobs require different personality characteristics, work preferences, and competencies for successful performance. The JET provides a systematic way for job experts to describe a job and to compare it to other jobs. The five sections of this job analysis are worker-based with a focus on identifying specific personality, motivational, and behavioral competencies necessary for job success. Results from the JET are used for a variety of human resource purposes including identifying and developing job-related assessments, matching people to jobs and work groups, and defining the personal characteristics needed for jobs of the future.

Subject Matter Expert Qualifications

Please provide the information requested below. Your qualifications and responses are confidential. All data are for research purposes only. Your responses will be combined with other experts' responses to create an overall job profile for the job in question.

About your organization:

- 1. TITLE OF THE JOB YOU ARE EVALUATING: _____
- 2. Your organization's name: _____

About you:

- 1. Your current job title: _____
- 2. Your name: _____
- 3. ID number: _____
- 4. Race/Ethnicity: _____ White _____ African American _____ Hispanic _____ Other (specify) _____
- 5. Gender: _____ Male _____ Female
- 6. Have you worked in the job you are evaluating as a(n):

<u>Position</u>	<u>Yes/No</u>	<u>Years of Experience</u>
Incumbent	_____	_____
Supervisor/Manager	_____	_____
Trainer	_____	_____
Recruiter	_____	_____
HR Specialist	_____	_____
Other (specify) _____	_____	_____

- 7. How confident are you in the level of knowledge you have about the job you are evaluating?
_____ Not at all _____ Not very _____ Somewhat _____ Very _____ Extremely

Please complete the five sections of the JET, which appear on the following pages.

Thank you for your participation.

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