

## **INFORMATION FOR APPLICANTS ABOUT PRE-EMPLOYMENT ABILITY AND SUITABILITY PROFILING**

The information below is provided to assist Applicants progressing to Stage 2 of the selection process for Correctional Officers, Stage 2 being a full day of general abilities and psychological profiling (paper-based) testing.

A number of tests will be delivered on the testing day, one of which will be a psychological profiling assessment. A ten-minute aptitude test forms part of this assessment, and will precede it. Set out below is an explanation of the purpose of these specific tests, and a number of test examples.

It should be noted test examples have not been provided for every test which will be delivered to applicants.

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As part of our selection procedure, selected applicants will be required to participate in a series of aptitude tests and suitability profiling instruments. These tests are designed to assess each applicant's suitability to undertake both the academic content of the academy curriculum as well as to deal with the subsequent demands of the job. This process is one of the many important steps we take to ensure that those who are most suitable to this role are selected.

We are looking for the ability to satisfactorily complete our rigorous training course. In addition, this profession requires skills such as (but not limited to) excellent interpersonal skills, good judgement in working with people under normal and emergency situations, as well as strong teamwork ability. Please remember that this is an competitive selection process. There are almost always far more applicants than there are positions available.

If you should be selected to advance after the aptitude and profiling, this does not guarantee employment with NSW Department of Corrective Services. This is because all of the other selection requirements must be met. Even then, we are obliged to select the most competitive people among those who meet all the criteria.

If you are not successful in the aptitude and profiling, this simply means that there were other people in the group who were more competitive than you.

If you are unsuccessful you may apply at the next recruitment drive. However, applicants may undertake the aptitude tests and profiling only once every 12 months. If you should apply before the end of 12 months your test results will be carried over to the new application.

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### Sample Questions: Correctional Officer Suitability Profiling

There will be questions where you will be asked to fill in either a letter or number for each dash ( \_ ) which follows information you are given.

#### Example

- (i) D E F G \_
- (ii) 2 4 6 8 \_
- (iii) 1 2 3 4 2 3 4 5 3 4 5 6 4 5 6 7 5 6 7 \_

#### Answers

- (i) H
- (ii) 10
- (iii) 8

Explanation for example (iii): in the second set of numbers the first number has been dropped. The next number in the sequence has been added.

The same pattern is repeated in the next three sets of numbers. For the last series the same pattern continues. Thus, the correct answer is 8.

### Preferences

Here you will be given two statements which will be about things that you may or may not like, or about ways in which you may or may not feel. You will be asked to make a choice for every pair of statements. For example:

- A. I like to talk about myself to others.
- B. I like to work toward some goal that I have set for myself.

To answer this you need to consider which of these is more characteristic of what you like. You may like both. In this case you should choose the one that you like better. You may dislike both. In this case you should choose the one that you dislike less.

Here's another example:

- A. I feel depressed when I fail at something.
- B. I feel nervous when giving a talk before a group.

You will be asked to choose which of these is most like the way that you feel now. Again, both may describe the way you feel. Your job will be to select the one which is most like you. If neither describes how you feel, choose the one which you consider is most like you.

### Opinions About Society

Here you will be given two statements about aspects of life in our society. You will be asked to choose the one you more strongly believe. For example:

- A. People tend to be successful mostly through working hard.
- B. People who achieve things in life are mainly those who tend to have good luck.

### Work Place Procedures

Here you will be given some statements about what goes on in many work places. You'll be asked to indicate whether you agree, disagree or feel uncertain about the statement.

Examples:

A     agree                    ?     uncertain                    DA     disagree

For most people, how much they get paid is the most important part of their job.

A     ?     DA

If they put their mind to it, most people can learn how to do more than one job.

A     ?     DA

### Your Personal History And Opinions

Here you will be given a series of statements. You will be asked to indicate whether the statement is True or False as it applies to you. For example:

People who know me would usually say that I am pretty even tempered.     T     F

When I'm working I find that I get easily bored.     T     F