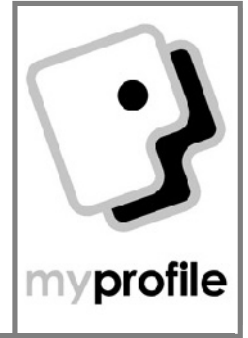


JOB PROFILE

Reference Title Sample1
HorizonOne Sample Job
Industry Sample Industry eg. Accounts
Date 14 July 2008, 13:02
Client Horizon One Recruitment Pty Ltd

MYPROFILE BEHAVIOURAL REPORT



INTRODUCTION

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BEHAVIOURAL STYLES

A person's ability to perform tasks reflects their knowledge, skill and experience. Their willingness, desire and suitability to perform those tasks reflect their behavioural preferences.

Each individual has unique behavioural preferences that can be identified and indicates how that person deals with most situations.

People carry out tasks in their own preferred style and determining that style avoids placing "square pegs in round holes".

HOW WE PRODUCE THIS REPORT

Applicants respond to 32 questions that ask them to identify which word and phrase most and least describes their working personality. Their response determines their behavioural profile.

MYPROFILE uses four behavioural identifiers to describe the Applicant. All four in a number of combinations can be used to define a person's profile.

D.P.S.A is an acronym for DRIVER, PROMOTER, SUPPORTER and ADMINISTRATOR. These terms are used to describe the applicant (the person completing the evaluation).

D - DRIVER

Decisive and Direct

Drivers want to take charge in order to succeed and win.

P - PROMOTER

Outgoing and Optimistic

Promoters want to influence others and inspire them to act.

S - SUPPORTER

Sympathetic and Accommodating

Supporters want to help others and solve conflicts.

A - ADMINISTRATOR

Precise and Reserved

Administrators want to do things right and pay attention to detail.

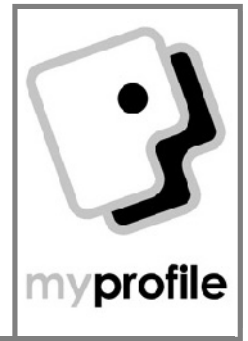
Most people display a combination of behavioural types and MYPROFILE reflects these combinations by designating the dominant profile as the Primary Behaviour and the second and or third less dominant type as Secondary Characteristics. Combined they make up the applicants behavioural profile.

By knowing what profile type the applicant or your staff are, employers can avoid the costly mistake of hiring the wrong person. Some profiles will contain only the Primary Behaviour.

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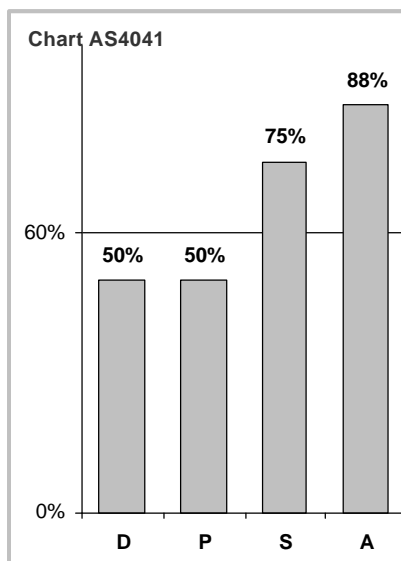
PROFILE TYPE

ADMINISTRATOR/Supporter

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PROFILE SUMMARY



The Chart indicates the comparative intensity of each behavioural dimension. 60% and above are recorded as profile dominant

The Applicant is logical, disciplined and dependable. They perform well in a consistent and well-organized manner following rules and procedures. This conservative and accommodating individual, who is also loyal to the organization, can be described as systematic, analytical, precise and accurate as well as cautious, reserved and non-demanding.

The management style of this person is non-antagonistic, participative, calculated and factual. Not being dominant or autocratic in their interactions with people, they can lead people in a steady, well-defined, cautious and predictable manner.

The Applicant seeks a status quo, unchanging, familiar and secure work environment with predictable work patterns. Clearly defined structure and objectives, as well as well defined job specifications and close relationships with a small group of close associates are required.

This person is best suited for technical, supportive and specialist positions in administration and operation where tasks are being cyclically and consistently repeated. Positions such as quality control, administration, production, accounting, planning, service, design, IT, statistics, medicine, and system analysis, are appropriate.

WORDS THAT BEST DESCRIBE THE APPLICANT

Primary Behaviour - Administrator

Careful, Compliant, Dependent, Orderly, Precise, Logical, Perfectionist, Conventional, Accommodating

Secondary Characteristics - Supporter

Dependable, Deliberate, Reliable, Patient, Predictable, Kind, Easy-going, Relaxed, Even tempered

PREFERRED WORKING CONDITIONS

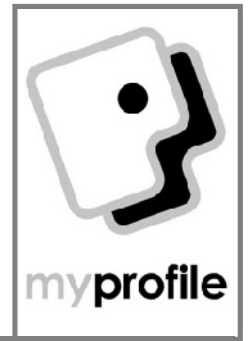
As an **Administrator** the Applicant excels where there are defined performance expectations that require accuracy, quality of work and use of their analytical expertise. Administrators are very business-like, can be diplomatic and enjoy recognition of their abilities.

The Applicant is also a **Supporter** and excels best at jobs where there is predictability, recognition and appreciation. They enjoy group activity and are most happy where there are procedures, routines and most of all, a conflict free working environment. Supporters show patience and are excellent in conditions where specialisation, assistance and good listening skills are required.

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PROFILE TYPE

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HOW TO EFFECTIVELY COMMUNICATE WITH THE APPLICANT

Administrators prefer you to avoid personal questions and use logic rather than emotion when in discussion. Check for points of disagreement or misunderstanding and always prepare your case in advance. Stick to business and be direct. Providing tangible and practical evidence will always succeed. It's best not to introduce other peoples comments or opinions unless they are your own.

As the Applicant is also a **Supporter** you will need to draw out information about their concerns and it is best to do this informally. Initiate discussion in a friendly low key manner and show sincere interest. Most of all be patient and don't argue or threaten.

HOW DOES THE APPLICANT TEND TO BEHAVE

Administrators like to meet high personal standards and tend to think a lot about things before deciding what to do. They must have clear rules and assignments and dislike people questioning their work. Administrators prefer working with people who are organised and are good at their job.

Supporters like to be organised and have things stay pretty much the same. They tend to be patient and are good listeners. Supporters enjoy participation in groups rather than lead them. They like being with people who get along and enjoy helping people. Supporters can definitely be counted on to get the job done.

VALUE TO THE ORGANISATION

Primary Behaviour Administrator

They produce accurate and precise work
They follow directions and standards
They focus on detail and bring reality to the situation
They enjoy working to guidelines and adhere to procedures and policies
They are usually diplomatic and tend to avoid conflicts

Secondary Characteristics Supporter

They perform consistently
They are patience and are great listeners
They love developing special skills
They demonstrate loyalty
They are very work focused, complete assignments, hard-working and dependable
They are excellent team leaders and builders and are good at reconciling conflict

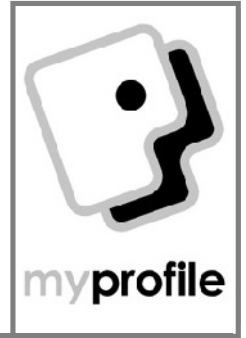
CAREER CHOICES

Dentist, Dental Technician, Quality Control, Project Engineer, Architect, Draughtsman, Researcher, Technician, Designer, Planning, Accounting, Technical Writing, Computer Programmer, psychologist, Services (Air Force, Army, Navy, etc) Surveyor, Surgeon, Medical Specialist

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MANAGEMENT STYLE

The Applicant is **Administrator** dominant. Administrators are perfectionist and are accurate. They have persistent qualities that are often expressed as serious and orderly. They do tend to be critical, although they themselves dislike criticism. Often sensitive they are usually slow to make decisions.

Supporters tend to be dependable, agreeable and in most cases contented. They remain calm, reserved and usually conform to the norm. They are often slow to change.

WORK STYLE REVIEW

STYLE & BEHAVIOUR	ADMINISTRATOR / Supporter
At work they tend to use their	Knowledge & experience
They mostly communicate by	Writing & listening
They are motivated by	Clear objectives and stability
They are de-motivated by	Conflict & insecurity
Their value to the company is	Technical, detail, analytical, administrative, service & support
Their management style is	Bureaucratic, precise and practical
Their negotiating strengths are	Technical contracts & service support
They enjoy	Clear logical, detailed team and group activity
They dislike	Vagueness, inaccuracy & unplanned activity
They influence others by	Factual and logical arguments. Tenacious and determined. Construct procedures and systems

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CONCLUSION

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ABOUT MYPROFILE

MYPROFILE is an online behavioural personality assessment tool. It focuses on work related behaviour and provides suggestions for career opportunities depending on the behavioural profile of the applicant (person completing the profile).

MYPROFILE uses well known and proven personality research concepts called Psychometric tests which determine personality types and enables the applicant to maximise their potential.

Please visit www.myprofile.com.au for more information about MYPROFILE, including CareerMatch that matches profile types with career suggestions, and a detailed explanation about each profile type (D.P.S.A. methodology) A slide show presentation is also available on screen or downloadable from the web.

DR. ILAN KOGUS BEHAVIOURAL SPECIALIST

Dr. Kogus holds a B.A, M.A and Ph.D. degrees in Change Management and Sport Psychology and has more than 15 years experience in behavioural profiles.

Dr Kogus is a Director of MYPROFILE Pty Ltd and consults to organizations and individuals on how to achieve greater profitability and success. He is noted for his work in inspiring success, change, quality and teamwork. Dr. Kogus has a proven unique ability in solving conflicts and in creating a profitable and productive work environment.

Dr. Kogus is recognised for his innovations in applying psychological and behavioural models for peak individual and team performance with elite sporting teams. His clients include the Australian 2000 Olympic Team, the Wallabies, Junior Wallabies, the Sydney Flames and Tennis Australia.

Find out how Dr. Kogus can make your business successful and profitable by visiting www.kogus.com.au

CONFIDENTIALITY

This report is based entirely on the Applicants response to the questionnaire and is intended solely for the named addressee and is strictly confidential. Any confidentiality or privilege is not waived or lost if this report was sent to you by mistake. MYPROFILE makes no warranties, express or implied about the accuracy or reliability of this report. By using this report, the user agrees to release MYPROFILE from any and all liability.

PRIVACY & SECURITY

MYPROFILE does not view, retain, store or keep copies of the Applicants Profile. Profiles are sent electronically to the e-mail address specified by the Applicant. If the Applicant is requested by a Recruitment company to complete a Profile for the purposes of evaluating the Applicants worthiness for a job then a copy of the Profile is also sent to the Recruitment Company and may only be used by them for this purpose.

MYPROFILE has adopted a policy of sending Profile reports using a PDF format. PDF files are least likely to contain viruses and provide greater security. Strict confidentiality is maintained by the Applicants name not appearing in the Report.