

It is becoming common for companies to ask potential candidates to complete preliminary interview tests. In theory, these tests allow companies to predict how candidates may perform at the company. Preliminary interview tests can examine cognitive abilities, knowledge, work skills (technical and quantitative), personality, or emotional intelligence, among a variety of other examples. The aim of this resource is to enhance your confidence and provide a better understanding of what to expect from these tests.

Types of Tests

❖ **EMOTIONAL INTELLIGENCE (EI) TEST:** This test measures how job candidates regulate, evaluate, and perceive their own emotions and the emotions of others.

- **What jobs are associated with this test?:** Management positions, customer facing roles, or marketing analysts. However, any position can choose to apply this test.

- **Sample Question:**

You work hard on a project and the person, with whom you are working, publically takes credit for work you did. Your response is to . . .

- Immediately and publicly confront the person about the ownership of the work*
- Take the person aside and tell them you want them to credit you when talking about your work*
- Do nothing*
- After the person finishes speaking, thank her immediately for sharing your work and then give the group more details*

For additional FREE practice tests, see these resources:

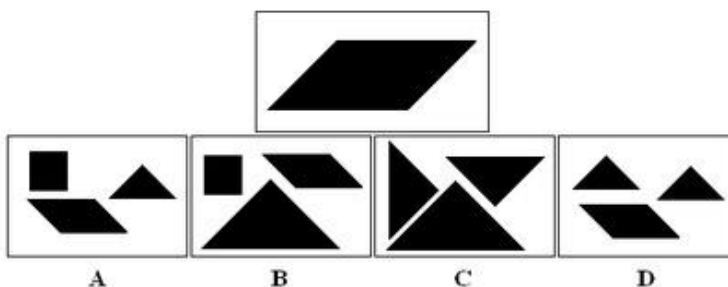
- <https://globalleadershipfoundation.com/geit/eitest.html>
- <https://www.iq-test.net/eq-test.html>

❖ **SPATIAL AWARENESS TEST:** This is a non-verbal aptitude test that measures one's ability to understand complex plans. This allows employers to test cognitive ability and reasoning skills.

- **What jobs are associated with this test?:** Computer programming, technology related jobs, or organizations building teams or changing structure.

- **Sample Question:**

Which of the options below, makes up the top shape?



For additional practice tests, see these resources:

- <https://www.123test.com/spatial-reasoning-test/>
- https://www.apptitudeexercises.co.uk/testing_trial/spatial_reasoning

❖ **NUMERICAL REASONING TESTS:** This type of test helps employers assess a candidate's ability to work with numbers quickly and accurately. These tests typically contain questions about ratios, percentages, and data sets.

- **What jobs are associated with this test?:** Accountants, financial planners, and human resources specialists.
- **Sample Question:**

The charts below show the number of cars John sold last year and the profit per car he made.



In which quarter did John make the largest average profit per car?

- A. Q1
- B. Q2
- C. Q3
- D. Q4

For additional practice tests, see these resources:

- <https://www.assessment-training.com/Training/Free#/test/266?mode=free>
- <https://www.wikijob.co.uk/aptitude-test/numerical-practice>

❖ **VERBAL REASONING TEST:** This type of test allows employers to see how candidates work through various concepts and problems posed through reading passages. Employers want the candidates to think critically and create a logical conclusion.

- **What jobs are associated with this test?:** Human resources managers, sales managers, and administrative roles.
- **Sample Question:**

NASA has recently activated a plant growth system on the orbiting lab of the International Space Station (ISS). This system includes a vegetable chamber which provides lighting and nutrients for seeds. It relies on astronauts for water. The chamber contains a plant pillow holding a growth medium and seeds for red romaine lettuce. There is also a similar chamber at the Kennedy Space Center in Florida. Plants grown on the ISS will be harvested there and then frozen and returned to Earth. Scientists will compare the samples from the chamber on the ISS and on Earth to determine whether the space-grown food is safe, nutritious, and even what it tastes like. The system will remain on-board the ISS for future use – perhaps eventually growing fresh vegetables for astronauts to eat.

Statement to answer (based on paragraph above): **All plants grown aboard the ISS will be frozen.**

- A.) True
- B.) False
- C.) Cannot Say

For additional practice tests, see these resources:

- <https://practicereasoningtests.com/practice-verbal-test/>
- <https://www.wikijob.co.uk/aptitude-test/verbal-reasoning-practice>

❖ **PERSONALITY TEST:** This type of test is used to help employers gain insight into each candidate's work style and preferences. There are no "right" or "wrong" answers.

- **What jobs are associated with this test?:** Accountants, consultants, customer facing roles, sales representatives, and more.
- **Sample Question:**

Please indicate to which extent you agree or disagree with the following statement.

I avoid dealing with difficult situations involving confrontation

1	2	3	4	5	6	7
Strongly Disagree						Strongly Agree

For additional practice tests, see these resources:

- <https://www.psychometricinstitute.com.au/Free-Personality-Test.asp>
- <https://www.jobtestprep.com/personality-test-free>

❖ To learn more about what jobs are associated with specific preliminary tests, click the link below and hover your mouse over the "Tests" tab at the top of the page. Wait for the dropdown menu to appear, then click on "Tests By Position" to explore any positions that interest you.

- <https://www.criteriacorp.com/>

❖ Sample list of companies using Preliminary Interview Tests:

- Proctor & Gamble
- Deutsche Bank
- Accenture
- Intel
- Amazon

To see an additional list of over 100 employers and the preliminary interview assessments they expect job candidates to complete, please visit: <https://www.graduatesfirst.com/employers>