

McArthur Homes Job Application
Pre-Interview Questionnaire

(Please complete and fax with the enclosed TTI Behavioral Style Analysis and Personal Interests Surveys
and Application for Employment Form to: **253-1095**)

Applicant: _____ Date: _____

Phone Number:(_____) Fax Number:(_____)

Address: _____

A convenient time to call: Between the hrs. of _____ on (day(s) _____

NOTE: PLEASE ATTACH CURRENT RESUME –Even if you have previously sent one for this position.

1. How did you learn/hear about this position? _____

If you saw an ad, please indicate which newspaper: _____

If website, please indicate URL. _____

2. What motivated you to apply for this position? _____

3. Why are you considering leaving (or why did you leave) your present (last) position? _____

4. How do you feel about a non-smoking policy? _____

5. How do you feel about a mandatory drug testing policy? _____

6. McArthur Homes Office hours are set by your manager, and typically are from 8:00 am to 5:00 pm. Some overtime hours may be required. How does this schedule work for you? _____

7. What do you currently do on evenings and weekends? _____

8. What books have you read on personal development/motivation or time-management?

9. Do you have computer experience? Yes _____ No _____

If yes, in which programs are you proficient? _____

10. What are your compensation preferences: straight commission, draw, salary + commission, benefits (medical insurance, vacation, etc.) _____

11. What are some of the basic factors that motivate you? _____

12. If we were to offer you a position, when would you be able to start? _____

13. Professionally, what do you see yourself doing:

5 years from now? _____

3 years from now? _____

1 year from now? _____

14. What would be your financial goal, annually, on average, over the next 5 years? _____

15. Do you typically achieve your goals? _____

16. What has been your verifiable earnings history, annually for the last three years:

17. Are you presently interviewing, or do you have interviews scheduled with any other companies?

**TTI PERFORMANCE SYSTEMS, LTD.
MANAGING FOR SUCCESS®
WORK ENVIRONMENT REPORT**

About The Work Environment Response Form

The Work Environment system was developed to assess the behavior that is needed for successful completion of a particular job or a specific position. This system allows the responding individual to focus on the behavioral demands of the job itself, NOT the behavior of the person presently performing the job. Consequently, when responding to this instrument, the focus must be an objective view of the job and position. If the JOB could talk, this is the way it would rank the statements in each group.

Date: _____

Company: _____

As Viewed by: _____

Work environment, job or position (Define by as many words as necessary, or in a general sense.): _____

Directions

There are 14 categories, each with 4 items for you to consider. This is not a timed response, but please take only the time you need to complete this form.

Rank each of the 4 statements in the 14 groups in order of importance or relevance **to the job**. Indicate your choices as follows: For the most important statements to the job enter 1. For the second most important statement enter 2, etc. **For the 14 groups, each number (1-4) must be used only once and every box must have a number in it.**

Example:

This job/position calls for:

- | | |
|---|---|
| 1 | A. Analysis of data and facts before acting |
| 4 | B. Tactful decisions |
| 2 | C. Quick and forceful decisions |
| 3 | D. Logical thinking before making decisions |

WORK/POSITION ENVIRONMENT

Company _____ Job/Position _____
 (Please Print Legibly)

As Viewed by _____ Date _____

Directions: Rank each of the statements in the 14 groups in order of importance or relevance to the job. Indicate your choices as follows: most important statement to the job enter 1, second most important statement enter 2, etc. For the 14 groups, each number (1-4) must be used only once and every box must have a number in it.

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TTI PERFORMANCE SYSTEMS, LTD.
MANAGING FOR SUCCESS®
STYLE ANALYSIS RESPONSE FORM

About the Style Analysis Response Form

Thank you for taking the time to carefully complete the Style Analysis Response Form.

The Style Analysis Response Form consists of 24 groups of words. Each group contains 4 lines of words. From each group, select the word or line of words, relative only to the other words in the group that **best** describes you and fill in the box in the MOST (M) column of that line. Then, from that same group, select the word or line of words, relative only to the other words in that group that **least** describes you and fill in the box in the LEAST (L) column of that line. Repeat this process for the remaining 23 groups of words.

Directions

- ☑ While you are responding to the 24 questions, keep your focus on the descriptions. Remember, make your selection as to **most** and **least** only as they apply to those words in the section.
- ☑ Be ruthlessly honest with yourself!
- ☑ Go with your “*gut*” instinct – don’t over analyze!
- ☑ Select only ***1 MOST*** and ***1 LEAST*** in each of the 24 numbered groups.
- ☑ Please completely fill in the box next to the line of words you choose.
- ☑ You should take no more than 10 minutes to complete the instrument and it should be done in one uninterrupted sitting.

Example:

M	L	
<input type="checkbox"/>	<input type="checkbox"/>	Gentle, kindly
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Persuasive, convincing
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Humble, reserved, modest
<input type="checkbox"/>	<input type="checkbox"/>	Original, inventive, individualistic

Instructions for Ordering Reports:

When placing an order, please make sure the response form is accompanied by an order form. Please be sure to fill out all required information on the order form. If ordering more than one report, please attach an additional sheet which lists the name of person, their title or position with the company and the name of report you desire.

TTI STYLE ANALYSIS

Name _____ Company _____ Male _____
 (Please Print Legibly) Female _____

		M	L			M	L
1	θ θ θ	θ θ θ	Gentle, kindly Persuasive, convincing Humble, reserved, modest Original, inventive, individualistic	13	θ θ θ	θ θ θ	Aggressive, challenger, takes action Life of the party, outgoing, entertaining Easy mark, easily taken advantage of Fearful, afraid
2	θ θ θ	θ θ θ	Attractive, charming, attracts others Cooperative, agreeable Stubborn, unyielding Sweet, pleasing	14	θ θ θ	θ θ θ	Cautious, wary, careful Determined, decided, unwavering, stand firm Convincing, assuring Good-natured, pleasant
3	θ θ θ	θ θ θ	Easily led, follower Bold, daring Loyal, faithful, devoted Charming, delightful	15	θ θ θ	θ θ θ	Willing, go along with Eager, anxious Agreeable, consenting High-spirited, lively, enthusiastic
4	θ θ θ	θ θ θ	Open-minded, receptive Obliging, helpful Willpower, strong-willed Cheerful, joyful	16	θ θ θ	θ θ θ	Confident, believes in self, assured Sympathetic, compassionate, understanding Tolerant Assertive, aggressive
5	θ θ θ	θ θ θ	Jovial, joking Precise, exact Nervy, gutsy, brazen Even-tempered, calm, not easily excited	17	θ θ θ	θ θ θ	Well-disciplined, self-controlled Generous, willing to share Animated, uses gestures for expression Persistent, unrelenting, refuses to quit
6	θ θ θ	θ θ θ	Competitive, seeking to win Considerate, caring, thoughtful Outgoing, fun-loving, socially striving Harmonious, agreeable	18	θ θ θ	θ θ θ	Admirable, deserving of praise Kind, willing to give or help Resigned, gives in Force of character, powerful
7	θ θ θ	θ θ θ	Fussy, hard to please Obedient, will do as told, dutiful Unconquerable, determined Playful, frisky, full of fun	19	θ θ θ	θ θ θ	Respectful, shows respect Pioneering, exploring, enterprising Optimistic, Positive view Accommodating, willing to please, ready to help
8	θ θ θ	θ θ θ	Brave, unafraid, courageous Inspiring, stimulating, motivating Submissive, yielding, gives in Timid, shy, quiet	20	θ θ θ	θ θ θ	Argumentative, confronting Adaptable, flexible Nonchalant, casually indifferent Light-hearted, carefree
9	θ θ θ	θ θ θ	Sociable, enjoys the company of others Patient, steady, tolerant Self-reliant, independent Soft-spoken, mild, reserved	21	θ θ θ	θ θ θ	Trusting, faith in others Contented, satisfied Positive, admitting no doubt Peaceful, tranquil
10	θ θ θ	θ θ θ	Adventurous, willing to take chances Receptive, open to suggestions Cordial, warm, friendly Moderate, avoids extremes	22	θ θ θ	θ θ θ	Good mixer, likes being with others Cultured, educated, knowledgeable Vigorous, energetic Lenient, not overly strict, tolerant of others' actions
11	θ θ θ	θ θ θ	Talkative, chatty Controlled, restrained Conventional, doing it the usual way, customary Decisive, certain, firm in making a decision	23	θ θ θ	θ θ θ	Companionable, easy to be with Accurate, correct Outspoken, speaks freely and boldly Restrained, reserved, controlled
12	θ θ θ	θ θ θ	Polished, smooth talker Daring, risk-taker Diplomatic, tactful to people Satisfied, content, pleased	24	θ θ θ	θ θ θ	Restless, unable to rest or relax Neighborly, friendly Popular, liked by many or most people Orderly, neat, organized

**TTI PERFORMANCE SYSTEMS, LTD.
MANAGING FOR SUCCESS®
PERSONAL INTERESTS, ATTITUDES AND VALUES RESPONSE FORM**

About the Personal Interests, Attitudes and Values Response Form

Personal values are those interests, goals and preferences which guide our lives and careers. This instrument is designed to help you determine which particular area of preference is most important to you.

Directions

There are 12 categories for response, each with 6 items listed. Rank each of the 6 statements by indicating your choices as follows: your first choice is 1, your second choice is 2, etc. For the 12 groups, each number (1-6) must be used only once and every line must have a number on it.

Example:

My personal interests are:

- ___ Independence
- ___ Joining a group with traditions
- ___ Appreciation of the beauty of nature
- ___ Financial security
- ___ Service to others
- ___ Knowledge

Instructions for Ordering Reports:

When placing an order, please make sure the response form is accompanied by an order form. Please be sure to fill out all required information on the order form. If ordering more than one report, please attach an additional sheet which lists the name of person, their title or position with the company and name of report you desire.

TTI PERSONAL INTERESTS, ATTITUDES AND VALUES

Name _____ Company _____
Male _____
Female _____
(Please Print Legibly)

1 My favorite Subjects to study:

- ___ Math/Science
- ___ Political Science
- ___ Theology
- ___ Fine Arts
- ___ Financial Planning
- ___ Social Studies

2 My personal interests are:

- ___ Independence
- ___ Joining a group with traditions
- ___ Appreciation of the beauty of nature
- ___ Financial security
- ___ Serve to others
- ___ Knowledge

3 Leisure activities that I enjoy:

- ___ Volunteer work
- ___ Studying new things
- ___ Sports
- ___ Investing/Spending money
- ___ Going to museums
- ___ Thinking about life

4 Personal motivators for me are:

- ___ Being a leader
- ___ Continuing education
- ___ Being a good citizen
- ___ Helping others
- ___ Increasing my net worth
- ___ Arts/Crafts

5 My career goals:

- ___ Artists
- ___ Researcher
- ___ Business owner
- ___ Manager
- ___ Historian
- ___ Social reformer

6 My desire for improvement may include:

- ___ Spiritual growth
- ___ Helping others
- ___ Leadership roles
- ___ Security for retirement
- ___ Additional education
- ___ Beautification of personal surroundings

7 If I were given \$500,000 I would:

- ___ Purchase an art collection
- ___ Start my own business
- ___ Give some to charity
- ___ Save some/Invest some
- ___ Take courses to gain knowledge
- ___ Give to a group that supports my beliefs

8 I think our tax money should be spent on:

- ___ Help for the homeless
- ___ Military/Defense
- ___ Education
- ___ Funding of the Arts
- ___ Reducing the Federal deficit
- ___ Drug control

9 People I admire as role models:

- ___ Humanitarians
- ___ Military leaders
- ___ Entrepreneurs
- ___ Artists
- ___ Scientists
- ___ Spiritual Leaders

10 The way I would like to contribute to society:

- ___ Helping the sick and disadvantaged
- ___ Being a business person
- ___ Being a team player
- ___ Protecting the environment
- ___ Being an inventor
- ___ Initiator of community activities

11 My personal goals:

- ___ Reformer
- ___ Elected official
- ___ Economic freedom
- ___ Discovering new technology
- ___ Artistic expression
- ___ Personal growth

12 My outside interests:

- ___ Teaching
- ___ Acting
- ___ Community projects
- ___ Part-time business
- ___ Politics
- ___ Spiritual activities