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## TriMetrix® DNA Gap Report

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—THE—  
PROFESSIONAL DEVELOPMENT  
—GROUP—

NEW  
25



## Introduction

Long-term superior performance is directly related to job fit. Job fit, in simple terms, is having the talent that the job requires.

Most people match some, but not necessarily all, job requirements. When this happens, we have a gap. The gap is nothing more than an area for development.

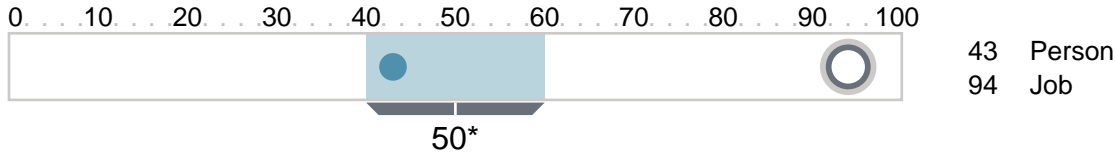
This report makes it easy for both manager and subordinate to discuss and develop a plan for personalized development.



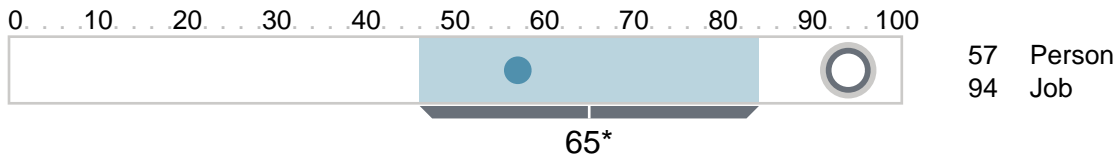
# Job Competencies Hierarchy

All jobs require certain competencies. This section of the report identifies those competencies that lead to superior performance in most jobs. The graphs below are in descending order from the highest rated competency required by the job to the lowest.

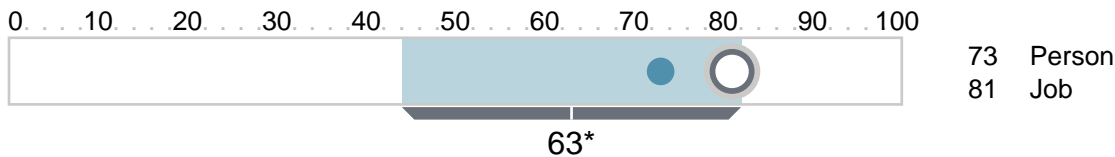
## 1. Decision Making - Utilizing effective processes to make decisions.



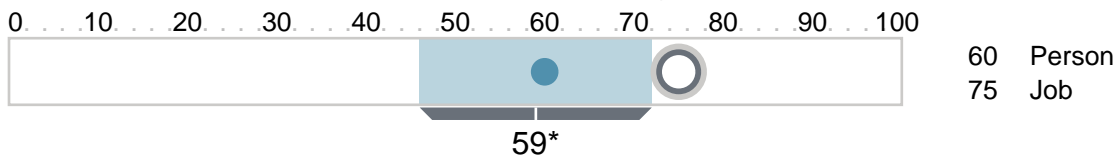
## 2. Time and Priority Management - Demonstrating self control and an ability to manage time and priorities.



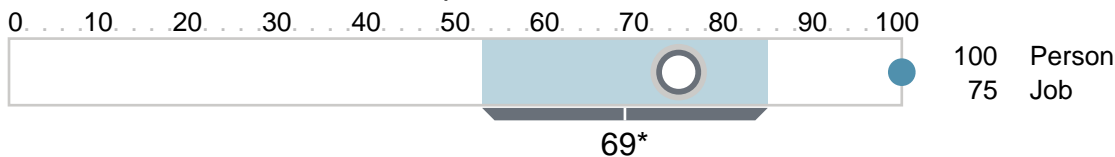
## 3. Resiliency - The ability to quickly recover from adversity.



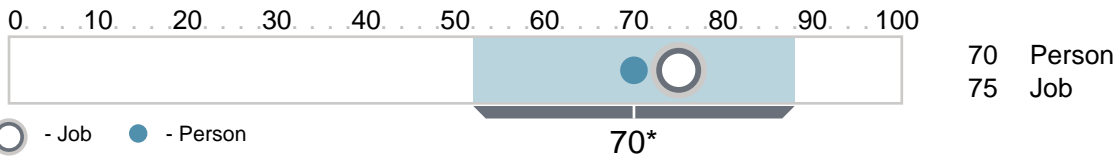
## 4. Conceptual Thinking - The ability to analyze hypothetical situations or abstract concepts to compile insight.



## 5. Customer Focus - Anticipating, meeting and/or exceeding customer needs, wants and expectations.



## 6. Flexibility - Agility in adapting to change.



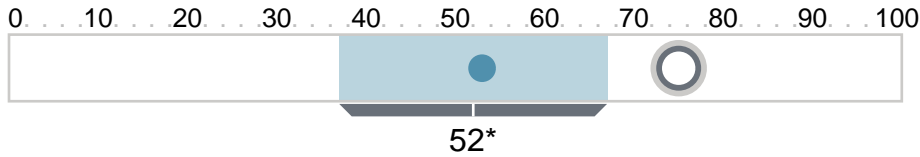
○ - Job ● - Person

\* 68% of the population falls within the shaded area.

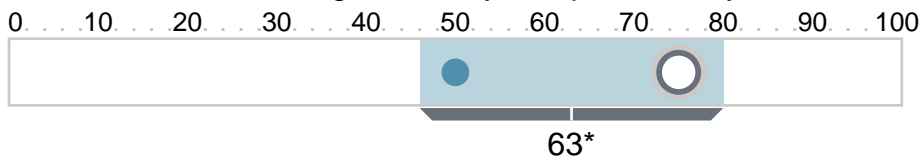


# Job Competencies Hierarchy

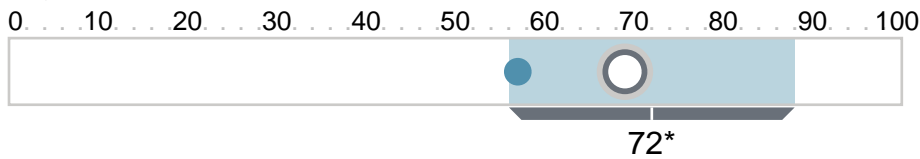
**7. Planning and Organizing** - Utilizing logical, systematic and orderly procedures to meet objectives.



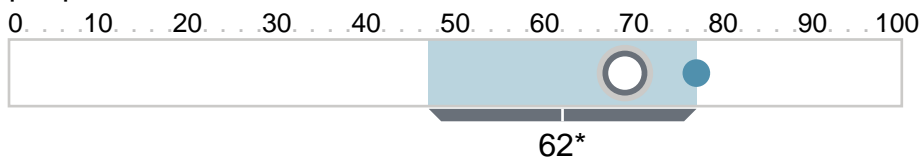
**8. Teamwork** - Working effectively and productively with others.



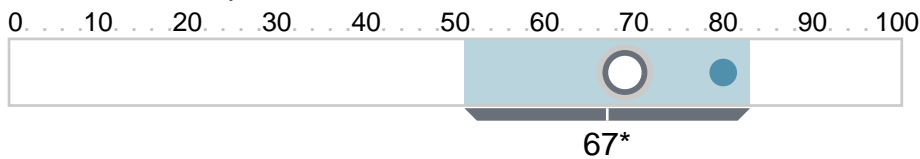
**9. Goal Orientation** - Setting, pursuing and attaining goals, regardless of obstacles or circumstances.



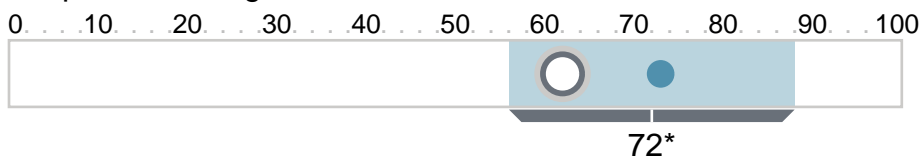
**10. Leadership** - Achieving extraordinary business results through people.



**11. Personal Accountability** - A measure of the capacity to be answerable for personal actions.



**12. Employee Development/Coaching** - Facilitating and supporting the professional growth of others.



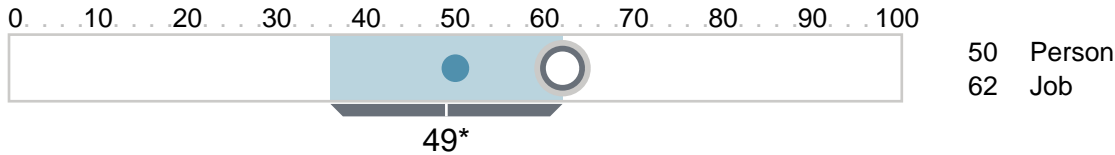
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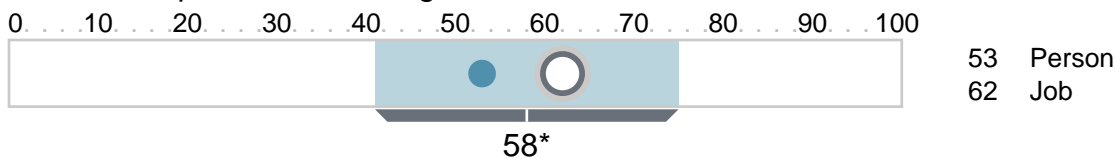


# Job Competencies Hierarchy

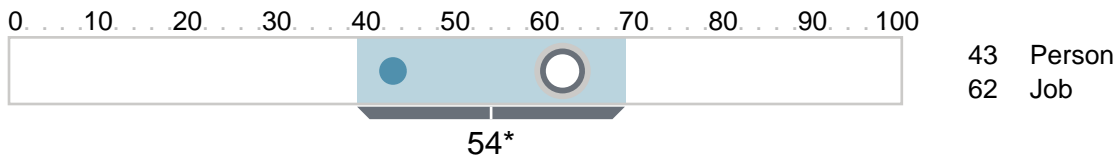
**13. Futuristic Thinking** - Imagining, envisioning, projecting and/or predicting what has not yet been realized.



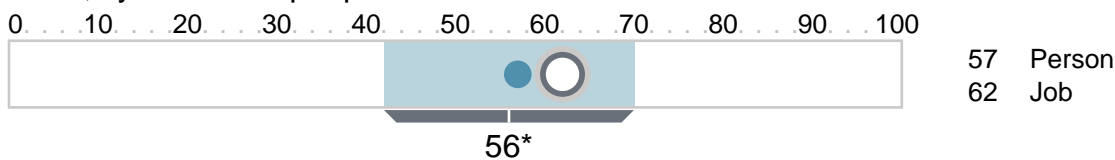
**14. Influencing Others** - Personally affecting others actions, decisions, opinions or thinking.



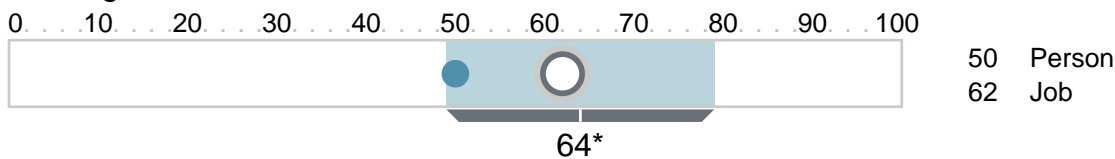
**15. Problem Solving** - Defining, analyzing and diagnosing key components of a problem to formulate a solution.



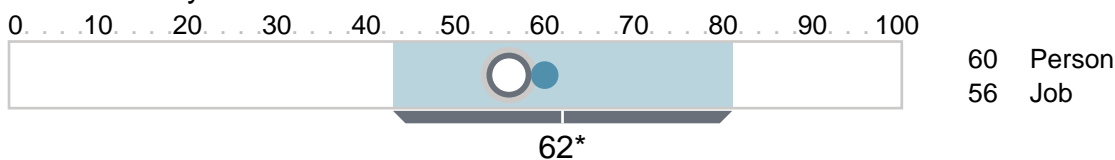
**16. Project Management** - Identifying and overseeing all resources, tasks, systems and people to obtain results.



**17. Self Starting** - Demonstrating initiative and willingness to begin working.



**18. Conflict Management** - Addressing and resolving conflict constructively.



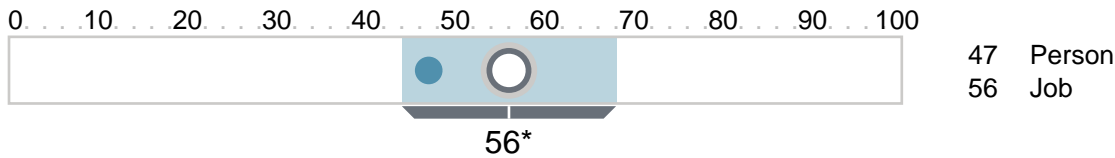
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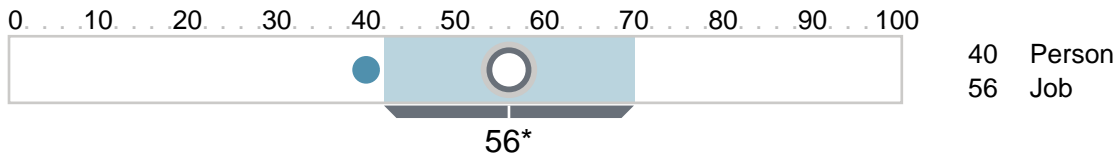


# Job Competencies Hierarchy

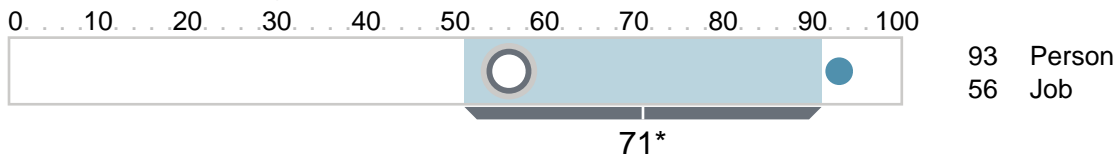
**19. Creativity and Innovation** - Creating new approaches, designs, processes, technologies and/or systems to achieve the desired result.



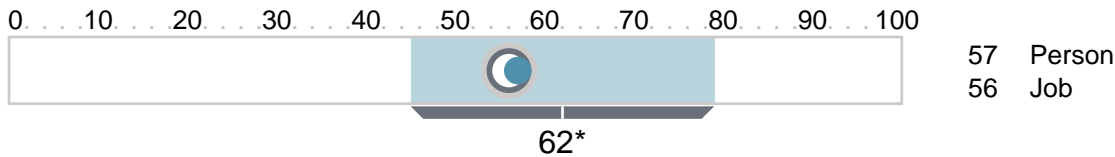
**20. Diplomacy** - The ability to treat others fairly, regardless of personal biases or beliefs.



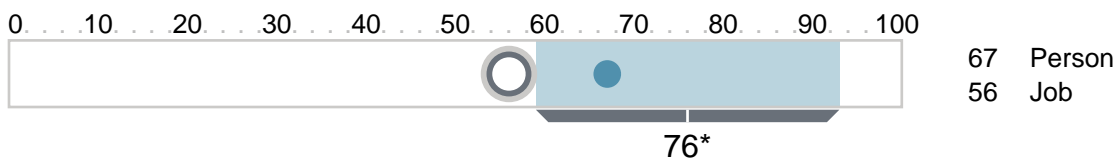
**21. Interpersonal Skills** - Effectively communicating, building rapport and relating well to all kinds of people.



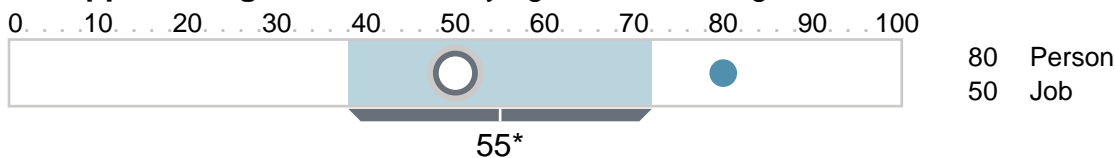
**22. Continuous Learning** - Taking initiative in learning and implementing new concepts, technologies and/or methods.



**23. Understanding Others** - Understanding the uniqueness and contributions of others.



**24. Appreciating Others** - Identifying with and caring about others.



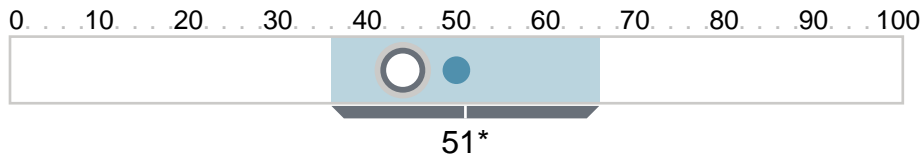
○ - Job ● - Person

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# Job Competencies Hierarchy

**25. Negotiation** - Facilitating agreements between two or more parties.



○ - Job ● - Person

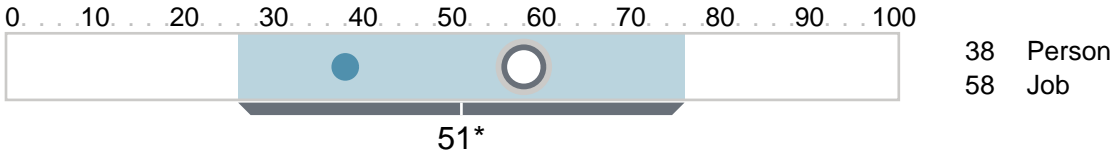
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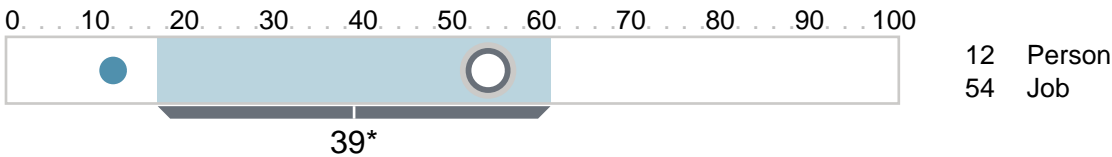
# Primary Driving Forces Cluster

These graphs are based on the hierarchy of the job benchmark's driving forces in descending order from highest provided by the job to the lowest. Gaps may point to areas in the job that do not align with the persons driving forces.

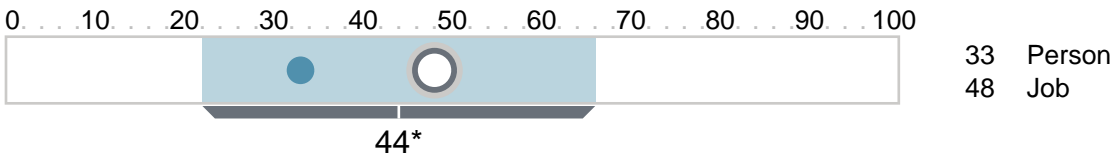
**1. Intentional** - People who are driven to assist others for a specific purpose, not just for the sake of being helpful or supportive.



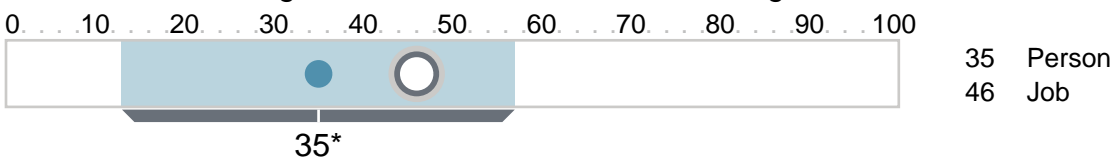
**2. Structured** - People who are driven by traditional approaches, proven methods and a defined system for living.



**3. Resourceful** - People who are driven by practical results, maximizing both efficiency and returns for their investments of time, talent, energy and resources.



**4. Collaborative** - People who are driven by being in a supporting role and contributing with little need for individual recognition.



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○ - Job    ● - Person

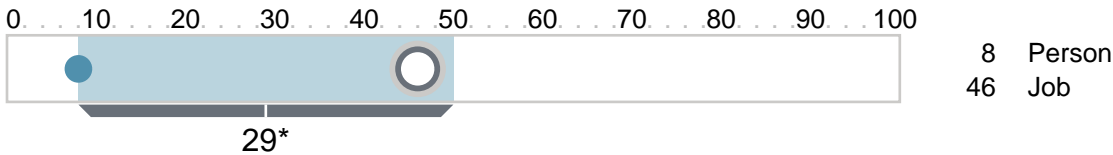




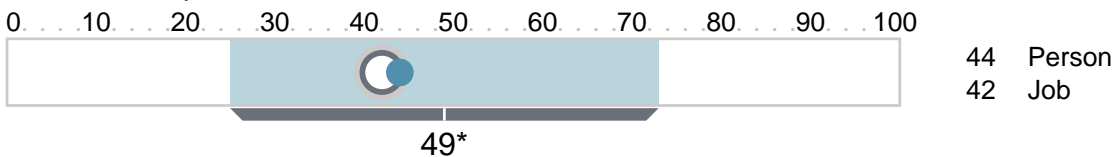
# Situational Driving Forces Cluster

These graphs are based on the hierarchy of the job benchmark's driving forces in descending order from highest provided by the job to the lowest. Gaps may point to areas in the job that do not align with the persons driving forces.

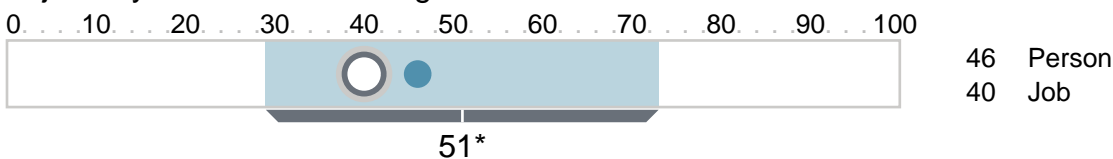
**5. Instinctive** - People who are driven by utilizing past experiences, intuition and seeking specific knowledge when necessary.



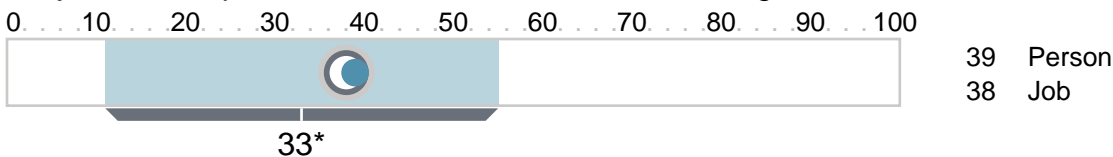
**6. Commanding** - People who are driven by status, recognition and control over personal freedom.



**7. Objective** - People who are driven by the functionality and objectivity of their surroundings.



**8. Harmonious** - People who are driven by the experience, subjective viewpoints and balance in their surroundings.



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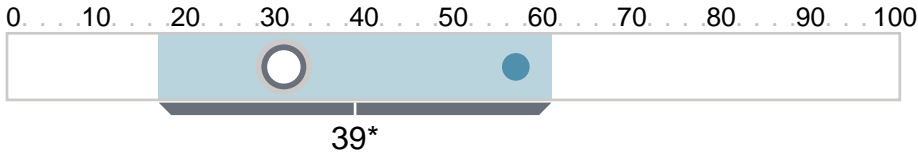
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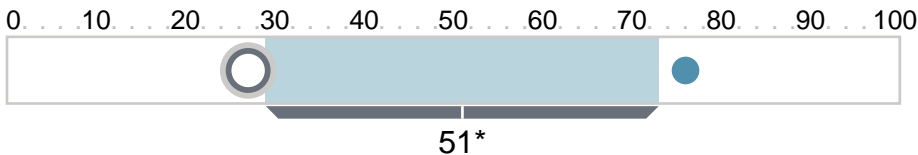
# Indifferent Driving Forces Cluster

These graphs are based on the hierarchy of the job benchmark's driving forces in descending order from highest provided by the job to the lowest. Gaps may point to areas in the job that do not align with the persons driving forces.

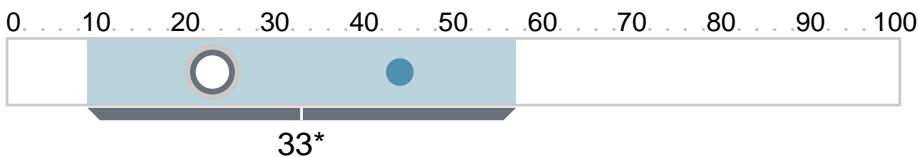
**9. Selfless** - People who are driven by completing tasks for the greater good, with little expectation of personal return.



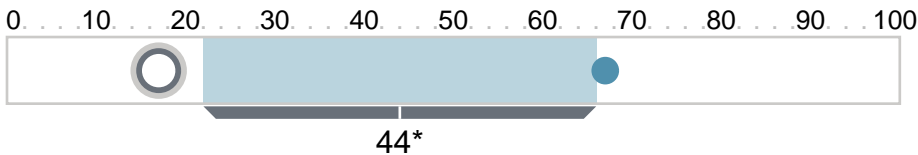
**10. Intellectual** - People who are driven by opportunities to learn, acquire knowledge and the discovery of truth.



**11. Altruistic** - People who are driven by the benefits they provide others.



**12. Receptive** - People who are driven by new ideas, methods and opportunities that fall outside a defined system for living.



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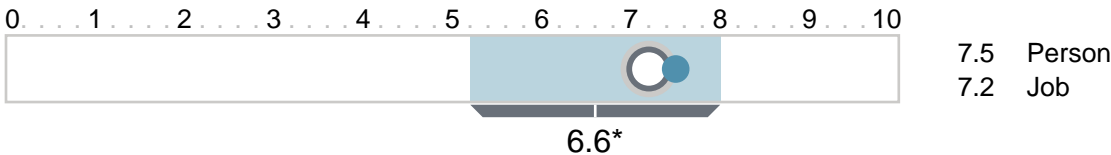
○ - Job    ● - Person



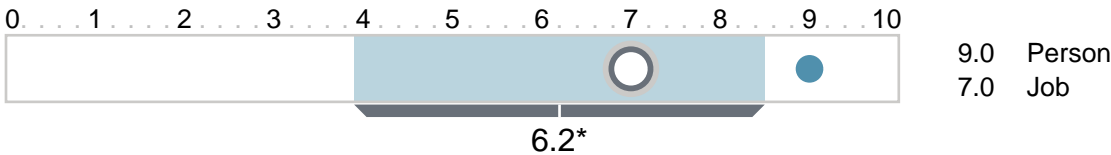
# Behavioral Hierarchy

This section is designed to give a visual understanding of the behavioral traits demanded of the job and the natural behavioral style of the individual(s). The graphs are in descending order from the highest rated behavioral traits required by the job to the lowest. In comparing the results in this section, it is important to note how gaps may indicate a level of stress that could be created when a person is forced to adapt behavior that is not his/her natural style.

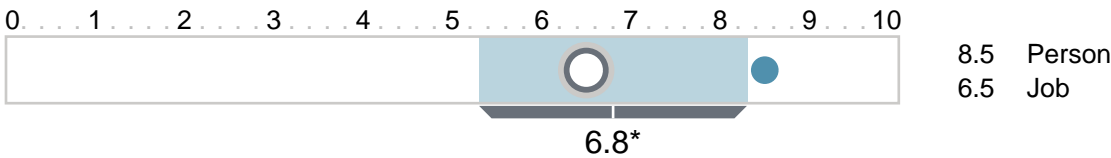
**1. Customer Relations** - The job demands a desire to convey your sincere interest in your internal and/or external customers.



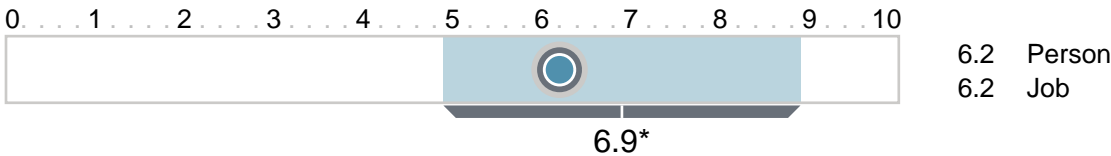
**2. Frequent Interaction with Others** - The job will comfortably deal with multiple interruptions on a continual basis, always maintaining a friendly interface with others.



**3. People Oriented** - The job demands a positive and constructive view of working with others. There will be a high percentage of time spent in listening to, understanding and successfully working with a wide range of people from diverse backgrounds to achieve "win-win" outcomes.



**4. Following Policy** - The job calls for complying with the policy or if no policy, complying with the way it has been done in the past.



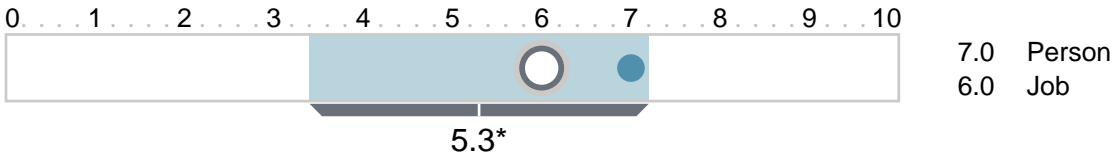
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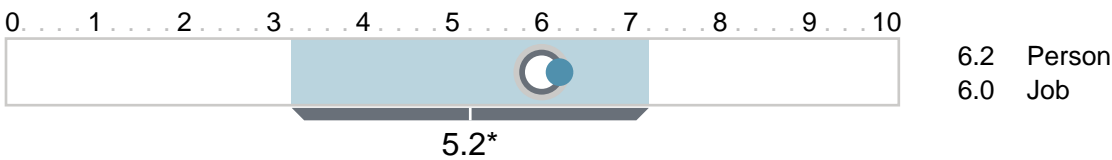


# Behavioral Hierarchy

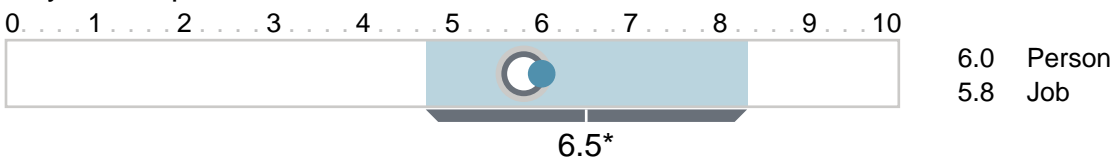
**5. Versatility** - The job calls for a high level of optimism and a "can do" orientation. It will require multiple talents and a willingness to adapt them to changing assignments as required.



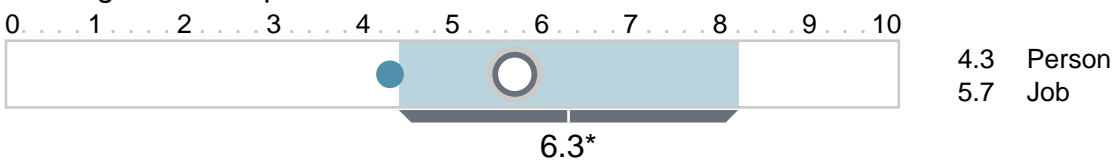
**6. Frequent Change** - The job requires a comfort level with "juggling many balls in the air at the same time!" It will be asked to leave several tasks unfinished and easily move on to new tasks with little or no notice.



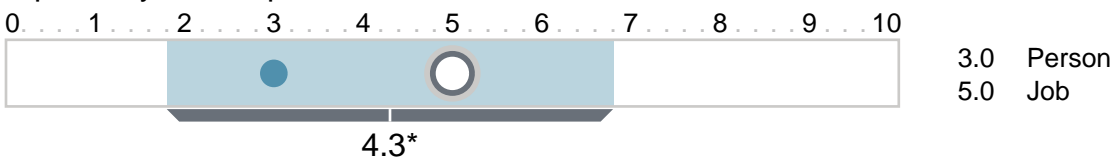
**7. Consistency** - The job requires the ability to do the job the same way on a repeated basis.



**8. Follow Up and Follow Through** - The job requires a need to be thorough and complete tasks that have been started.



**9. Urgency** - The job requires decisiveness, quick response, fast action. It will often be involved in critical situations demanding that on-the-spot decisions be made with good judgment. The job will repeatedly face important deadlines that must be met on time.



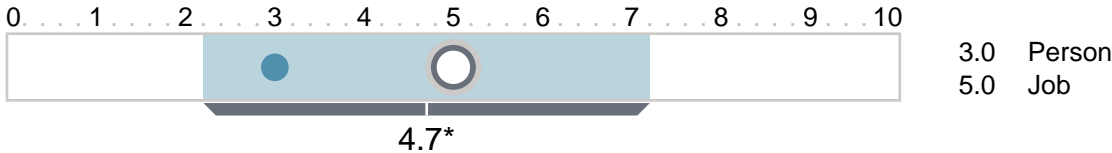
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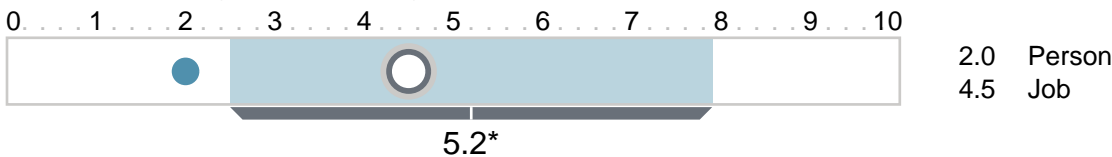


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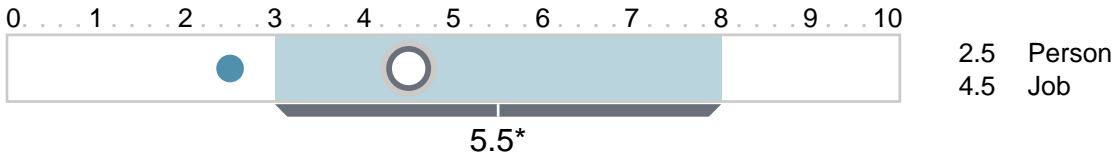
**10. Competitiveness** - The job exists within a demanding environment where consistently winning is critical. The job demands tenacity, boldness, assertiveness and a "will to win" in dealing with highly competitive situations.



**11. Organized Workplace** - The job's success depends on systems and procedures, its successful performance is tied to careful organization of activities, tasks and projects that require accuracy. Record keeping and planning are essential components of the job.



**12. Analysis of Data** - The job deals with a large number of details. It requires that details, data and facts are analyzed and challenged prior to making decisions and that important decision-making data is maintained accurately for repeated examination as required.



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# Comparison Analysis For Consulting and Coaching

Job Competencies Hierarchy	Zone Range	Person
1. Decision Making	61 — 100	43
2. Time and Priority Management	85 — 100	57
3. Resiliency	63 — 82	73
4. Conceptual Thinking	73 — 100	60
5. Customer Focus	69 — 85	100
6. Flexibility	70 — 88	70
7. Planning and Organizing	68 — 100	53

Primary Driving Forces Cluster	Zone Range	Person
1. Intentional	51 — 76	38
2. Structured	39 — 61	12
3. Resourceful	44 — 66	33
4. Collaborative	35 — 57	35

Job Behavioral Hierarchy	Zone Range	Person
1. Customer Relations	66 — 80	75
2. Frequent Interaction with Others	62 — 85	90
3. People Oriented	53 — 67	85
4. Following Policy	49 — 68	62

Exact match     
 Fair compatibility     
 Good compatibility     
 Poor compatibility     
 Over-focused