

OPQ Seafarer

Psychometric Assessment

for development

Name: Ms. Nikita Female

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Introduction

The OPQ Seafarer Psychometric Assessment- Development Report provides a profile of your typical working style. This report uses your responses to suggest your likely strengths and development needs based on the five competencies which have been identified as most important for Vessel personnel. The report has been developed by experienced Occupational Psychologists and is designed to be used in the development of deck and engine officers.

Your report is based on the responses you gave to the OPQ32™ which is the most used Occupational Personality Questionnaire globally. Your responses have been compared with a large group of people who have filled in the same questionnaire.

This report cannot address your technical capability for your role, but it is relevant to how you will probably apply your level of technical competence to your work. When considering this report's description of your personality, it is important to recognise that it is based on the answers you gave and is your own view, representing your preferred approach to situations and behaviour with people. You may not always behave in your preferred manner – but your preferences will reflect the behaviour that comes most naturally to you.

The information contained within this report is not intended to be definitive; it should be seen as a starting point for formulating your individual development plan that will help you grow in your job. You will get the most benefit from this report, if you ensure that you have the opportunity to discuss the importance of each competency for your current and future positions.

This report will help raise your awareness by generating a richer picture of yourself in the context of your working style. It will help you to better understand yourself and consider ways to improve your performance and impact as a Professional Seafarer, by offering some tips and ideas on trying out different behaviours, which could be useful in going about your self-development. Trying out some of these indicative behaviours, may allow you to identify which works best for you.

This report has a shelf-life of 18-24 months. Although you can share it with whomever you wish, the publishers of this report will treat it confidentially.

If there are major changes in your life or work, you should complete the OPQ32™ again.

This report consists of the following sections:

- A summary of your overall **competency profile** and ratings.
- A detailed section per competency outlining your **areas of strength and potential for development** for each of the five competencies, with development suggestions where relevant.
- A template for your **personal development plan**.

Key to the rating symbols

The following symbols are used in the report to indicate your potential areas of strength and development needs, as well as how your personal style may support each competency area:

Competency Rating Key	
Potential area of strength	
Some potential scope for development	
Potential area to develop	

Personal style	Statement Rating Key
Personal style may positively support this area	
Personal style may moderately support this area	
Personal style may present a challenge in this area	

Summary of competency rating

Below is a summary table of your ratings for each of the five competencies.

Competency	Rating
Leading, Supervising & Supporting Provides clear direction in relation to the tasks and behavioural standards of others, and monitors accordingly. Influences and motivates people to bring their best into work, by showing empathy, providing guidance, coaching or/and developmental support to meet performance criteria.	
Team Working Demonstrates an interest in, and understanding of the views, feelings and attitudes of others, and relates well to them. Draws on their diverse backgrounds, skills and knowledge, to shape teams that function with unity, harmony and supportiveness.	
Decision Making Responds effectively to complex or new information, identifying the inter-relationships in an overall system or process. Approaches problems with solutions and acts decisively when needed.	
Work Quality & Safety Orientation Sets demanding quality and safety standards against which to compare own and others' work, even at a very detailed level. Takes a methodical and consistent approach towards work, and makes every effort to get work right and achieve objectives, following the rules and regulations.	
Resilience & Stress Management Stays focused and works productively in a pressurised environment, managing effectively own emotions and keeping composure and a positive outlook, even when faced with difficulties or criticism. Adapts work style to suit changing circumstances.	

Strengths and potential for development

Below is a summary table of your detailed ratings for each of the five competencies with development suggestions where relevant.

Leading, Supervising & Supporting	Potential area to develop
● ● ● You may sometimes be lively when interacting with team members as a leader.	
● ● You are as likely as most to understand what motivates others.	
● ● You are as comfortable as most to use a moderate degree of persuasion when motivating others.	
● ● You are likely to invite consultation from others when needed but are comfortable making decisions without it.	
● ● You are likely to provide a moderate or selective degree of support and sympathy to people.	
● You are likely to experience some occasional discomfort leading a team.	
● You may not consistently feel confident when influencing others, especially strangers.	
● You are very unlikely to enjoy working on demanding tasks and set stretching goals for yourself or the team.	

This appears to be a potential area of development for you. Review the following indicative development activities, which could help you develop your potential in this area.

Indicative development activities



In any situation, try to put yourself in the other person's shoes and to identify what motivates them. Invite people to discuss situations where they have felt motivated or demotivated - don't assume that everyone will be motivated by the same factors.



When trying to influence, leaders find it very effective to appeal to emotions: people are more likely to comply or be more motivated if they understand why they need to change something about their performance. When trying to appeal to a colleague, be clear about what it is you intend to say, the key points and the manner you want to communicate these. Consider what is important to the person you are communicating with; their needs, values and goals. See how your points and ideas are linked with their needs, values and goals.



During your pre-work meetings on board, ensure everyone is clear on their tasks and priorities. During a task, give people the opportunity to make their own decisions so that they can develop their own capacity for thinking. Give immediate feedback to help complete the process of delivering this task. Shortly after the task, discuss what they could have done differently. When giving feedback on weaknesses or mistakes, focus on behaviours: point out their impact and identify ways they can change those behaviours. Only give feedback for one thing at a time.



People work much better when they get recognition for the quality of work they produce. Integrate recognition in your leadership toolkit. Ask each member how you can provide them with the support they need. List all the signs that help you recognise when others are experiencing problems at work. Think of both verbal and non-verbal clues which indicate when things are not going well. Tailor your coaching and supportive style to suit the recipient's needs. Give praise as they achieve something, no matter how small it may seem. Praise the effort too, irrespective of the outcome; when the outcome is not successful, find the right time to discuss the lessons learnt.



When managing others, consulting team members has been found to be very useful in motivating them: they feel empowered. It can offer more ideas and perspectives that the manager had not thought of. As a group leader, try asking your team if they can think of different ways to approach tasks daily. Hold back from offering your ideas straightaway and involve them in a decision-making process as well as in implementing the most appropriate solution.



Practicing what you want to say to a team member or the whole team, can be very useful in making sure you get your points across. Organize the way you want to lead a meeting, the targets you want to achieve and the steps you want to take in doing so.



If you are not a natural conversationalist, try to develop some standard topics that you are comfortable with; some non-work related questions to ask your team members (for example about their families). Your team members are likely to respond better to you as their leader and feel more comfortable around you if you help them relate with you on a personal level: share a little bit of yourself, for example by telling stories that you are comfortable telling people.



Make sure that everyone understands all critical success factors and what has to be done to achieve their tasks and mission. Clearly establish the key result areas for each team member. To ensure that people are focused on what they are trying to achieve, agree on follow-up actions and on the kind of support that may be required.

Team Working

Some potential scope for development



- ● ● You are somewhat likely to adapt your personal style when relating to others.
 - ● You are generally likely to trust team members and build positive relationships with them, as most people do.
 - ● You occasionally seek to understand the reasons for others' behaviour.
 - ● You may not seek out competition, but you are sometimes likely to respond positively to a competitive element within the team.
 - ● You are as likely as others to seek a diverse range of views.
 - ● You are likely to provide a moderate degree of support and sympathy to team mates.
 - You occasionally prefer to spend time alone, which may affect team working.
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This appears to be a potential area of development for you. Review the following indicative development activities, which could help you develop your potential in this area.

Indicative development activities



Spend some time doing an exercise where you list some of the needs and expectations of your team mates. Work with them to identify when team co-operation works well, when it doesn't work well and what the barriers are. Share your ideas on ways to get over the barriers. Spend some time with your colleagues to identify the signs and symptoms of a silo mentality and use the list as a test for your team. For each sign and symptom, consider possible causes and ways of tackling them.



Some consider it significant to readily offer their help to their team mates, while others believe that each person should work out any issues they may be having on their own. In terms of effective team work, offering support promotes it more. Try identifying how you may be feeling at a particular situation and understanding how the people involved may be feeling. List signs that help you recognize when others are experiencing problems at work and consider offering your support when you see those signs.



Identify the overall purpose of the team's work and assess activities against it. Make sure you are clear on the ways in which you contribute to achieving this purpose, either by actively taking on tasks or by laying low on certain activities and allowing others to "shine".



Giving everyone the opportunity to be heard, is one of the most critical factors in effective team work. It allows people to see different perspectives, feel more engaged and recognized as a valuable member of a team. Make sure that during a team activity, you identify plans and solutions together with your team mates. Invite opinions and feedback from your colleagues, encourage their contributions.



A characteristic of good team players is that they are adaptable and flexible in their behaviours. Stretching our boundaries in small ways is a very effective way to exercise our adaptability daily; for example, saying 'yes' to a situation we would normally say 'no' to, trying new things, instead of responding negatively to a change, trying to embrace it and respond with interest, even if it doesn't come naturally.



Seeing good in others, especially people we are not familiar with can be challenging; however, lacking trust can impact our stress levels negatively. To help feel safer with the rest of the people on board, try this mental exercise: Bring each of your colleagues in mind and think of these phrases: "Just like me, this person is dealing with their worries and challenges. Just like me, this person wishes to be well, healthy, surrounded with people they trust."



It is easier to work with people when you know them better, because working relationships improve. Make a conscious effort to spend some quality time with your team mates to find out what they are interested in. Use this time as an opportunity to share some of your own interests, plans or experiences with your colleagues.

Decision Making

Some potential scope for development



- ● ● You are slightly inclined to consider the wider, abstract context involved in a decision, focusing a little more on possibilities and inter-related information and less on the practical issues.
- ● You may consider both new and established approaches when needed.
- ● You are as comfortable as most others when analysing numerical information and/or measurement figures.
- ● You generally make decisions without too much delay.
- You are slightly less likely to take charge of situations than others.
- You are unlikely to probe into information and data for potential errors in analysis, when making decisions.

This appears to be a potential area of development for you. Review the following indicative development activities, which could help you develop your potential in this area.

Indicative development activities



For the next difficult activity or project, brainstorm about all of the things that could go wrong or could prevent its successful completion. For each obstacle, rate the likely impact and probability that it will happen. For those obstacles rated high on both criteria, set up early warning systems to spot problems and act on the first sign of trouble. Prepare contingencies e.g. re-deploying resources, checking indications more often.



Break complex problems into component parts and identify the links and interdependencies between the parts. Seek others' insights if necessary. Consider the potential impact of a solution on connected elements before implementing any decisions.



Consider instances when, because of time pressure, you were forced to make decisions on the basis of limited information or analysis. Assess the steps you took to come to a final decision. Ask yourself what information was crucial and what information was "nice to have". Set a clear timeframe for making decisions in the future. Make a conscious effort to not put things off.



Draw up a list of information, categorizing it as known, unknown and in need of checking. Highlight major points in the data, stick to single words or one-liners. Identify the critical details required to make decisions. Look for relationships in the data, e.g. X always goes up when Y goes down. Seek trends in the data, e.g. Z is decreasing over time. Investigate conflicting data and determine its relevance. Scan for information that is not critical.



Try to be proactive about getting involved in work projects, rather than waiting for people to ask you to do something. Look at how you can drive the project through to completion, achieving a quality and timely result. Get people to give you feedback and try taking their comments on board. Show a positive attitude throughout, looking at solutions to issues and blockages as they arise.



Take time to work out options for tackling a task before it starts, or identify a process or practice that is not working as well as it might. Ask other people how they would tackle this task/ process. Use creative or new techniques (e.g. brainstorming) or out of the box approaches, in order to optimise a part of the task/ process, e.g. decision-making time, checking time, quality levels. Give others particular parts of the task to think about and then draw all the ideas together.

- ● You are as likely as most to follow instructions from others.
 - You may not always adopt a methodical approach to work. In the regulated environment of the shipping industry, this slight tendency to overlook details may sometimes have a negative impact on results.
 - You are rather reluctant when managing/monitoring others' work, which may impair the application of quality or safety standards.
 - You may have some tendency to adopt a more reactive than proactive approach towards workload, focusing more on immediate business objectives and less on the long-term ones.
 - You are not very likely to adhere to rules, regulations and set procedures, and may feel comfortable bending some rules, especially on occasions when you consider them impractical.
 - You are unlikely to look for potential errors or implications when reviewing your own or others' work.
 - You place a very low priority on monitoring plans against agreed deadlines and deliverables; this flexible approach may result in unfinished tasks.
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This appears to be a potential area of development for you. Review the following indicative development activities, which could help you develop your potential in this area.

Indicative development activities



Be very clear on your organization's SMS and HSSE policies as well as quality performance standards. Make sure you know how these apply to your role. Set up key points in tasks to help you measure progress and do a quality check against agreed standards. Invite your peers or your supervisor to review your performance during a task. Set aside time at the end of each day to review progress against plans and revise plans if necessary.



Review your performance and output on a recent project with someone else who was closely involved. Identify where you may have overlooked details or missed some of the finer points. Try to focus on similar points in future projects, or take steps to ensure that others pick these up sufficiently.



Be clear on your company's PMS and how you contribute to its smooth running. If there are points you are not clear about, note them and discuss them with your supervisor. As you plan your workday out, include routine checking. Follow-up on this daily and, once completed, seek out some feedback from your supervisor until you feel confident that all your routine check-ups are running smoothly.



For the next difficult activity or project, brainstorm about all of the things that could go wrong or could prevent its successful completion. For each obstacle, rate the likely impact and probability that it will happen. For those obstacles rated high on both criteria, develop a contingency plan. Make sure all contingencies are taken into account. Get some feedback from your team mates or supervisor.



Ensure everyone is clear about the required safety and quality standards. Set up key points in tasks to help measure progress and perform quality checks against agreed standards. Talk with team members to find out about progress in areas where problems often arise; monitor checklists and log-books in your department.



Ask open-ended questions, to clarify understanding of a task and remain aligned with the guidelines your role entails. The "5 W's & 1 H" (why, where, who, when, what and how) is an easy way to ask open-ended questions and achieve a better understanding of a situation or command, in order to effectively engage in it.



Define SMART objectives for yourself and your team. SMART is an acronym for Specific, Measurable, Achievable, Realistic and Time-bound: every goal you set should be defined in terms of these dimensions. SMART goal-setting can help a lot in implementing plans. Review your current objectives against these criteria and rewrite them if required. Monitor progress accordingly.



- You are a very calm individual who will find it easy to unwind from dealing with the day-to-day matters and switch off from work pressures.
- You have a mature attitude towards criticism and negative feedback, being generally able to cope with it, without dwelling on it.
- You tend to keep a fairly firm hold over the expression of your emotions; even when being pessimistic or stressed about a situation.
- You tend to adapt interpersonal or working style across situations or under changing circumstances.
- You are as likely as most to feel calm before important or critical occasions, and approach stressful situations with composure.
- You slightly tend to focus on the negative aspects of a situation, and that may sometimes undermine your resilience levels when faced with stressful situations, or could be transmitted to others.

This appears to be an area of relative strength for you. Review the following indicative development activities and continue to develop your potential here. You may also find it useful to consider the extent to which your current and future roles enable you to demonstrate your likely competence in this area.

Indicative development activities



When experiencing stress, our bodies tense up, our thoughts may begin to overwhelm us and our emotions can grab a hold of our actions. This is a natural reaction that we have the power to turn around, once we become aware of it. Exhaling through the mouth is the first step in combating the stress response, followed by a slow, deep inbreath. When you catch yourself being pulled by your body's natural stress response, try breathing consciously. Make this a daily practice.



Think of a situation that you are facing and are somewhat worried about its outcome: list your thoughts on the potential outcome of this situation and rate them as positive or negative. Replace negative thoughts with positive ones. For example, instead of thinking about what would happen if things went wrong, think about what would happen if things went well. Try switching from a negative, problem-focused perspective to a positive, solution-focused one. Apply this exercise on 3 issues you are dealing with and are feeling worried about their potential outcome.

Personal Development Action Planner: Nikita Female

Competency	Development Objective	Development Activity	Support Required	Timescale	Review Process

Assessment methodology

Questionnaire	Comparison Group
OPQ32r UK English v1 (Std Inst)	OPQ32r UK English General Population 2012 (INT)

Personal details section

Name	NIKITA FEMALE
Candidate Data	RP1=5, RP2=4, RP3=7, RP4=6, RP5=7, RP6=4, RP7=4, RP8=5, RP9=5, RP10=5, TS1=5, TS2=3, TS3=6, TS4=5, TS5=7, TS6=6, TS7=6, TS8=7, TS9=4, TS10=4, TS11=2, TS12=4, FE1=9, FE2=6, FE3=8, FE4=4, FE5=6, FE6=7, FE7=5, FE8=5, FE9=2, FE10=5, CNS=1
Report	OPQ Seafarer Psychometric Assessment for development

About this report

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