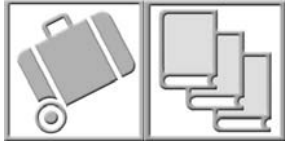


Personal Capabilities Analysis



[one of the six *Personal Global Profiles System* reports]



This report focuses on our job-specific knowledge, skills, and experience profile as well as those capabilities that are transferable from one situation to another involving 93 possible specific capabilities in 12 areas. This capabilities analysis identifies our level of strength for each, the level of difficulty for developing each, and length of time for doing so.

This CAPABILITIES model consists of two types of capabilities.



TRANSFERABLE CAPABILITIES are typically transferable or significant for success for a job with similar types of performance requirements such as self-management, communications, or task management. This type of capability usually becomes more important for more complex jobs or when a job grows or varies in its performance requirements. Because of the wide variety of capabilities assessed by this profile, the sections provided will present your reported capabilities in two different ways to make them more understandable and useable.



JOB-SPECIFIC CAPABILITIES are unique to performing that specific job. These capabilities typically set minimum, initial threshold for acceptable performance of a job. However, by itself it is typically not sufficient for ongoing fully acceptable overall job performance. In addition, this type of capability is not typically transferable.

They will be categorized by the type of capability factor. And the specific items that make-up this profile will be reported at three results levels—developed strengths, moderate strengths, and potential strengths (your personal development opportunities).

Showing your results in a graph like this:

Task-Focused

PERFORMANCE FOCUS	PERFORMANCE STRENGTH LEVEL						
	Lower Range			Moderate Range	Higher Range		
	1	2	3	4	5	6	7
1. Job Specific Expertise							
3. I have the specific experience required for this job							
4. I adequately understand and use computers							
6. I continuously develop on-going job/field-specific expertise							

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