

Including interview guidelines

Report SAAIR

EXTRACT

Candidate: Mustermittel Manuel
Date of testing: 6/27/2016



About this report

This report contains the results of your candidate's tests with respect to his potential to become a successful pilot in civil or military aviation.

The test selection of the SAAIR test sets comprises tests to assess the cognitive abilities, memory, spatial ability, reasoning, attention, reactive behavior, psychomotor coordination and vigilance required for being a pilot. The relevant traits of emotional stability, openness, conscientiousness, agreeableness and extraversion are recorded.

The selection of the essential abilities and characteristics is based on requirements for aviation personnel (formerly JAR-FCL3 subparts A, B and C SECTION 2). The test results are crucial for the recommendation for the candidate to become a pilot.

The evaluation is based on a job profile for pilots developed by experts based on the current scientific literature and in cooperation with Kristin Conzelmann, PhD. Ms. Conzelmann worked for many years as an aviation psychologist on the selection of aviation personnel in a leading German research institute for aerospace. The candidate is assessed on his ability and characteristics to routinely control an aircraft in regular operation, handle complex and dynamic situations, manage critical situations, and to act in a safety-conscious manner.

In addition to a detailed evaluation of the suitability of the candidate, a clear overall assessment is also included. Furthermore, training options for the candidate will be suggested and customized interview guidelines will be provided based on these test results.

The glossary at the end contains comprehensive explanations and background information.

Please note that the test results contain personal details that should be treated as confidential. You should therefore exercise care when passing on this report.

The assessment scales

A star rating is used for evaluating the job profile:

- ★ modest
- ★★ solid
- ★★★ excellent

Test results are given in percentile ranks. You can find further information on the assessment scales in the glossary:

PR < 25 = below average



PR 25 - 75 = average



PR > 75 = above average



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1. Summary of results

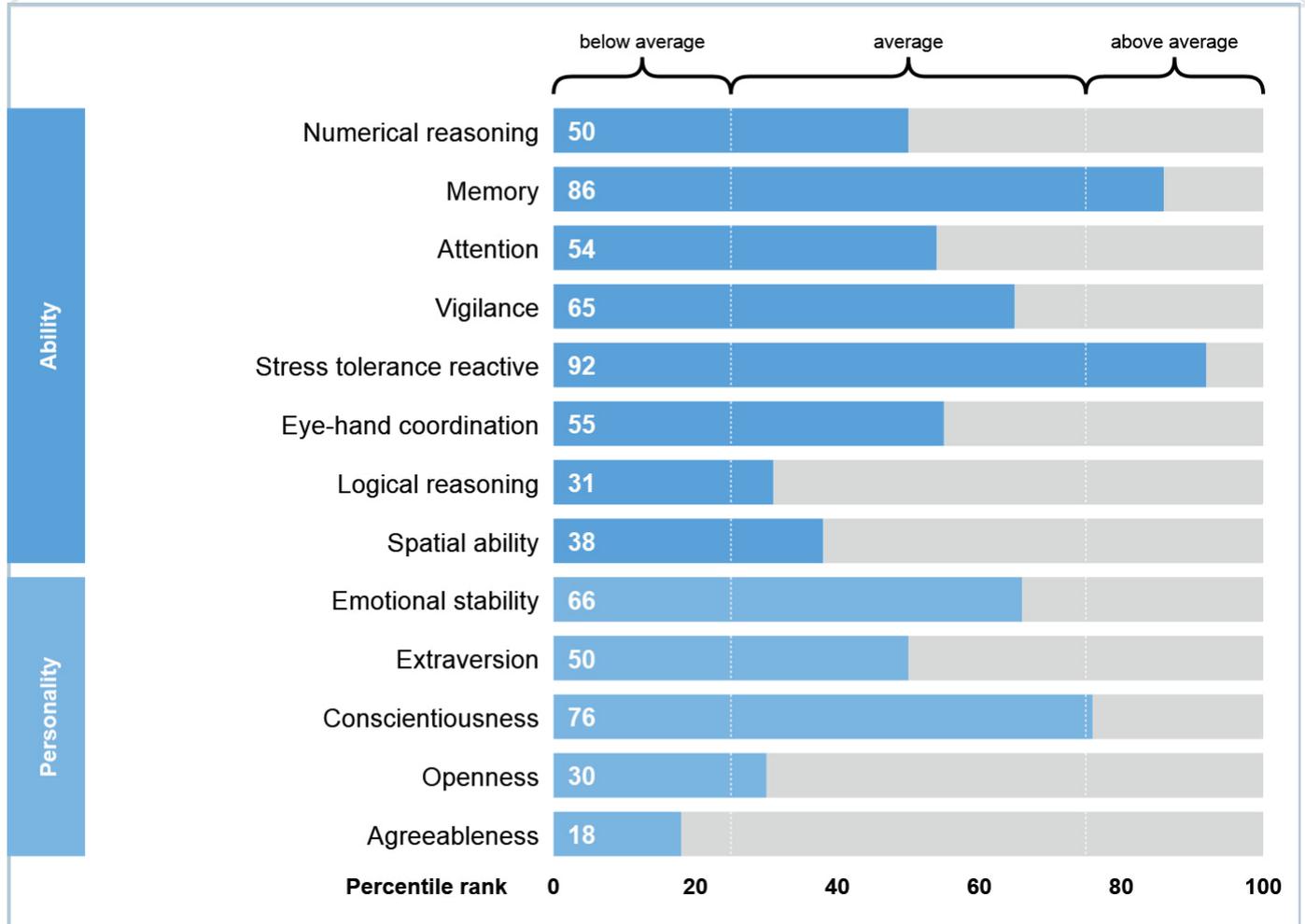
Overall assessment of Mustermittel Manuel

Overall rating: solid	
8 of 12 Stars	67%

Job profile for Mustermittel Manuel

Key level	Critical level	Advanced level	Safety awareness
☆☆	☆☆	☆☆	☆☆

Test results of Mustermittel Manuel



2. Executive summary



In summary, Mustermittel Manuel has solid potential to successfully perform duties as a pilot. With a total score of 8 out of 12 stars, he does to 67% match the ideal profile of a pilot.

It is therefore recommended that careful thought be given to whether Mustermittel Manuel should continue to be considered in the selection process.

The recommendation is based on the score earned as part of testing Mustermittel Manuel in the four requirement levels of the job profile:

- › Mustermittel Manuel has solid skills to manage the central tasks of a pilot, the operation of the aircraft and flying in regular operation.
- › Mustermittel Manuel handles critical situations satisfactory.
- › In a complex and dynamic environment, Mustermittel Manuel fulfills the requirements for good planning, solution finding, problem solving and navigation most of the time.
- › Mustermittel Manuel describes himself as a person with a solid degree of safety awareness.

It is recommended that you test the extent to which he can compensate for existing risks with professional experience or training if you continue to consider Mustermittel Manuel in the process. A detailed check of abnormal test results and possible compensation options can be performed by an expert. A further examination of the particular areas of the Job profile is recommended. In the section Training options, information is given on whether and how possibly required skills and characteristics can be improved and developed at reasonable expense. You can also use the customized interview guidelines to review specific opportunities and risks in a meeting with Mustermittel Manuel.

3. The job profile in detail and the extent to which Mustermittel Manuel meets these criteria

3.1. Overview of the job profile for Mustermittel Manuel

			
Key level	Critical level	Advanced level	Safety awareness
			

3.2. Key level

It is the central task of pilots to adequately operate the aircraft including its technology. The pilot must fulfill a wealth of different requirements to fly an airplane in regular operation. In addition to basic cognitive tasks (such as remembering output from instruments, calculating fuel consumption), the technology (such as flying by instruments) and the software must be mastered. The pilot must constantly monitor displays and systems and guarantee that the prescribed values (such as hydraulic fluid, cabin pressure) are adhered to and readjusted, if required. The pilot inspects the aircraft before every flight and reports possible errors and issues. Furthermore, checklists have to be worked through and information about the flight including possible irregularities must be documented.



Key level



Assessment

Mustermittel Manuel's ability to master the basic tasks of flying can be considered solid. This assessment is based on the single performances for numeric ability, memory, attention and vigilance.

Based on the test results, Mustermittel Manuel has an average degree of numerical ability. He should be able to make the required calculations to prepare for the flight such as the fuel consumption or ideal speed. He should also be able to perform calculations during flight, such as the distance to objects or other aircraft. Due to the high level of retention skills, Mustermittel Manuel should be able to effortlessly remember displays as well as important indicators and to recall them correctly when needed. He should be able to work through checklists particularly quickly due to his excellent memory. Attention is a basic requirement for safe flying. Mustermittel Manuel has an average level of attention. It should be possible for him to generally divide his attention effectively between different tasks, such as when flying the aircraft and the communication with the ATC and copilot. Mustermittel Manuel should generally be able to direct his attention to the right instrument at the right time to promptly perceive the warning signals. Mustermittel Manuel shows an average level of vigilance. Mustermittel Manuel should be able to remain attentive at most times even for long hours, on uneventful long-haul flights, under jet lag and working in shifts. He should be able to continuously monitor important displays and react when an intervention is required.

Opportunity and risk analysis

Opportunities

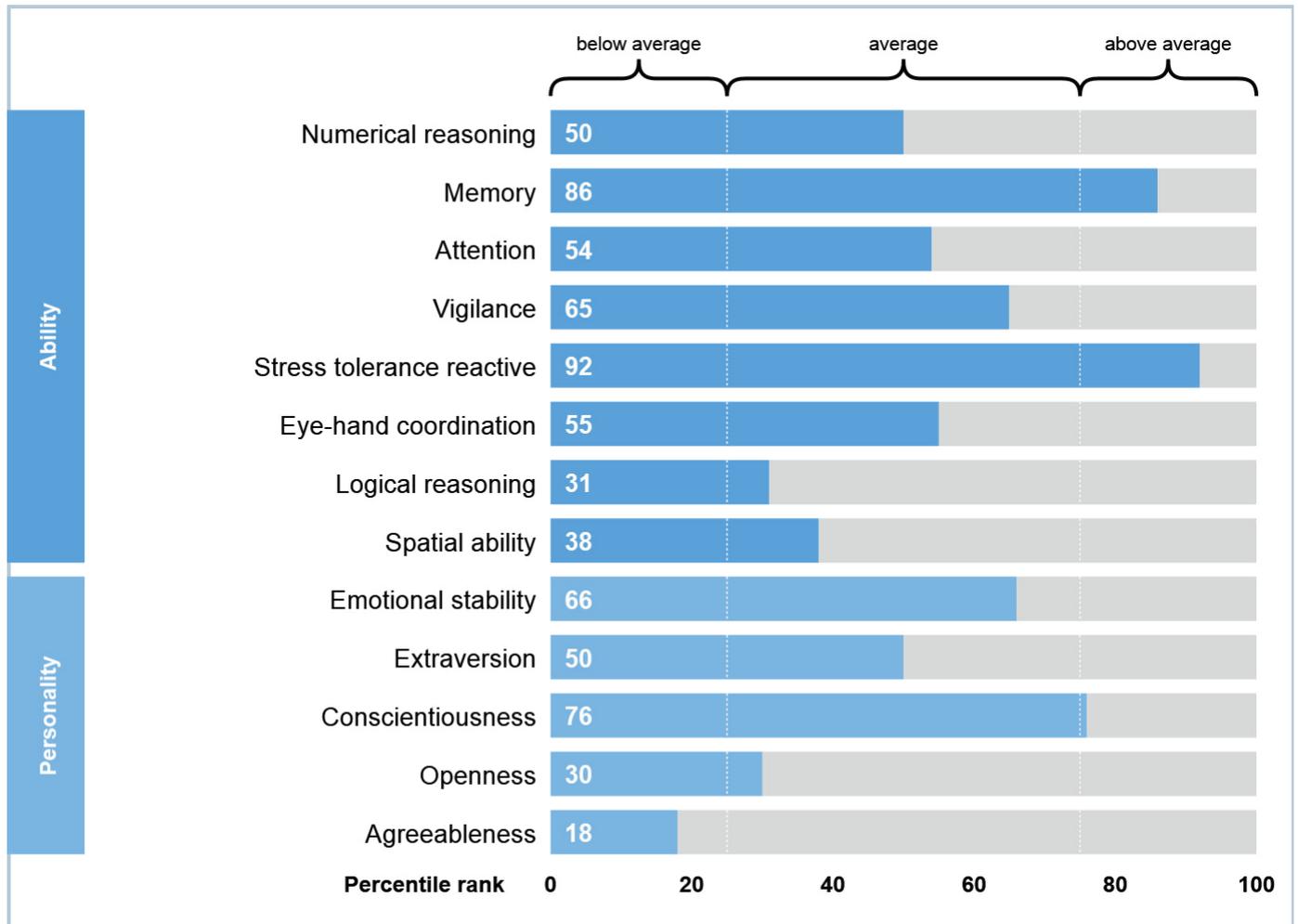
- + Generally effortless memorization and calling up of important information.

Risks

The test results do not reveal any risks associated with the candidate.

4. Test results in detail

4.1. Overview of the test results of Mustermittel Manuel



5. Training options



5.1. Suggestions for improving the ability factors

It must be kept in mind for the further development and improvement of ability factors that training always is a question of intensity and duration and top performance cannot be expected in a short amount of time. Some skills such as eye-hand coordination, reaction ability or vigilance can be developed further easily with appropriate training and applying techniques. Logical reasoning and spatial orientation are relatively stable abilities that can only be developed further to a very limited extent. A deficit in some abilities can be partially compensated with a great deal of practical experience.

Logical reasoning

A low score in reasoning can only partially be compensated with a great deal of experience, practice and effort. The pilot should regularly correspond with a more experienced captain if possible to discuss and reflect flying situations and decisions. Furthermore, regular additional training sessions in the simulator are recommended to confront the pilot with as many different difficulties as possible that need to be resolved and decisions that need to be made.

Spatial ability

Additional training units in the simulator may be helpful to promote a pilot's spatial ability. If there is a deficit in this area, the pilot should acquire suitable strategies for the handling of navigation aides (such as maps). Experienced captains, but also flight instructors, can provide input and assistance for this.

5.2. Suggestions for improving the personality factors

Personality characteristics are considered to be relatively stable and there is only limited scope for changing them. However, an awareness of safety-relevant behavior can be learned. Testing should be done to see whether a pilot is aware of his responsibility on the job and acts accordingly. Focusing on your own role in air traffic, targeted security measures can be placed by showing alternative approaches. Establishing responsible and safety-conscious behavior for the long-term requires motivation on the part of the pilot and feedback from pilots in command and peers.

Openness

The impact of a low level of openness by the pilot can be addressed using coaching and mentoring and the pilot can be sensitized for this at the same time. Coaching may contribute to making the most of experiences made on the job and for the pilot to communicate his own status (such as limits) more transparently. The best training for openness is one's own experience with changes, difficult situations and strangers where innovative solutions or actions need to be found.

Agreeableness

Agreeableness can be increased, when the pilot works on his own awareness and evaluates the personnel configurations in which he finds teamwork especially difficult. The Crew Resource Management Training as well as social skills training can be effective for working on insecurities and finding the willingness to engage a crew. Role-playing situations, periodic reflection, and feedback can be used to increase adaptation and the willingness to compromise in a crew. Furthermore, the person can learn of the use of the contributions and feedback by other crew members through conversations, perception training, coaching and mentoring to better consider their interests and feedback.

Structured interview guidelines for Mustermittel Manuel (SAAIR)



6. Structured interview guidelines for Mustermittel Manuel

6.1. Preparing for the interview

The interview offers the opportunity to verify the experience, knowledge and competence of the candidates. Furthermore, the interview provides the option to determine how job-related characteristics and skills manifested in the past to draw conclusions for future behavior.

The aim of the interview

Your aim should be to use the interview to form an assessment of the opportunities and risks of the candidate in relation to the future job.

- › Do the candidate's strengths match the impression and his behavior in the interview?
- › Has the candidate already developed appropriate ways of minimizing risks?
- › Is the candidate self-aware and prepared to work on possible weaknesses?

Preparation for the interview

Read the candidate's CV. What indications can you draw from this to pose targeted questions for specific situations and activities?

Look at the test results. What opportunities and risks would you like to explore in more detail? At what points in the interview is this done best? Make relevant notes in the interview guidelines.

Highlight in the guidelines the questions you want to ask. You don't need to use all the questions offered. Choose the ones that seem best to you.

Greeting the candidate and structure of the interview

Greet the candidate, introduce yourself and summarize the aim and structure of the interview:

Aim of the interview:

- › Get to know the candidate and his thoughts on the position of being a pilot
- › Learning about the candidate's motivation and previous experience
- › Give the candidate information about the company and the job

Structure of the interview:

Provide a brief description of what will happen:

The following topics will be discussed in the next 30 to 60 minutes:

1. Career, experience and motivation
2. Discussion of specific work situations
3. The candidate's questions about the company and the job
4. The next stages in the process

Tell the candidate that you are taking notes and that you may interrupt his answers in order to focus on the points that are important to you. Answer any questions the candidate may have and move on to the subject of career and experience.