How to pass an employment test

If you have ever applied for a job and been asked to take an employment test, you understand that many companies utilize these tests as a way to separate a large amount of applicants so that only the best candidates are chosen for the interview process. Typically, there are four types of employment tests that are given to job applicants and these are called personality, job knowledge, skills, and aptitude.

How do I approach an employment test?
Relax, take a deep breath, and concentrate on exuding as much confidence as possible when taking the pre-employment test.

Why do they need a personality test?
The personality test is probably the most common pre-employment test given by employers today. These tests are designed to test your answers to questions to examine your personality and test whether the personality type would be a good fit for the potential job. Employers can learn a lot about job candidates through these tests, but these are not tests that should cause you to worry. There literally is no right or wrong answers because the information is all about you. It is always best to answer these tests as honestly as possible because the employer will receive an almost immediate score report of the personality test. At this point, the employer has already begun a pre-test interview, so they have had a little time to get to know you. If your personality scores far different than what they know about you, this can raise serious concerns for the employers. Be honest at all stages in the application process, especially on the personality tests.

What are a few pointers for taking pre-employment tests?

First of all, you need to take your time and read every question completely. Follow the instructions exactly as they are written because many tests are also designed to test your ability to follow directions. Also, many pre-employment tests work on a rating scale usually around 1-5. Each rating system may be different based on the types of questions answered. Even if you see a lot of the same types of questions, the rating system may have changed so you will be filling in answers that are not what you originally intended. Finally, make sure that you set aside enough time to complete the tests. Some individuals do not realize exactly how much time these tests can take and may feel rushed if the test takes longer than expected. Prepare yourself for answering these types of questions and set aside plenty of time at home or at the job location to fully complete the tests without feeling rushed. These steps will help you to score well on the tests and show the employer the best results.