

Quick guide

Role Building

Some tips on how to create short answer Questions

Short answer questions

This is the core of Applied. Candidates give 250-word written answers to day-to-day problems on the job and your hiring team rates them using a blind review process. Maybe it doesn't sound like much, but this technique is at least three times more accurate than CV-based sifting. [Click here](#) to know more about the predictive power of these questions.

3-5 questions (250 words each)



Motivation

Q. Why do you want to join the Applied team? Why now?
Q.2741

I would absolutely love to join the Applied team as I am truly passionate about the benefits of diversity & inclusion and believe that Applied is helping to level the playing field and promote social mobility in a unique, data driven and tangible way... and I want to be a part of it! I am an active leader within my company's diversity network and received a prestigious CEO award for my work; diversity and inclusion is a true passion of mine and I would relish the opportunity to learn and dedicate myself to it at Applied.

I am excited by the prospect of joining a formidable team that has steered Applied to the cusp of exponential growth and I am energised by the professional challenge of crafting the sales and marketing strategy to achieve this explosive growth. I have a unique mix of skills and experience that would make me the perfect addition to the team; data-driven, analytical engineering expertise, team building experience in a small company and SaaS sales & marketing leadership roles in a global multinational.

Personally, I am searching for a purpose to throw myself into wholly and fully; this role is a perfect match for my skills, capabilities and experience as well as passion. I look forward to bringing my energy and ideas to the team.

Last edited 11:45pm, 01 Nov 2017

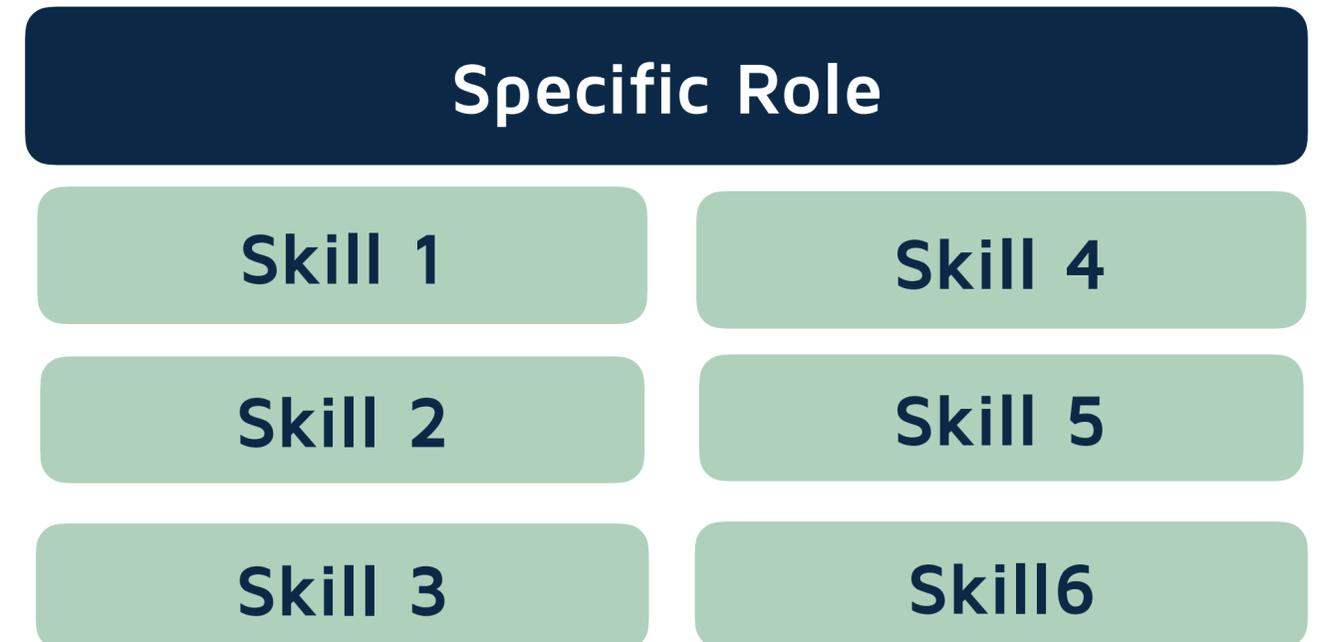
4	Daniel Pettifer 2nd Nov 17
5	Diana Lee 2nd Nov 17
5	Richard Marr 2nd Nov 17
4.67	Average
0.47	Disagreement Standard deviation

How to get started?

1. Define 5-6 skills for the role

Whether you call them... strengths, competencies, skills, or capabilities, it's important to begin by tracking what's important in a role.

When candidates receive feedback they will be able to see how well they scored on each skill.



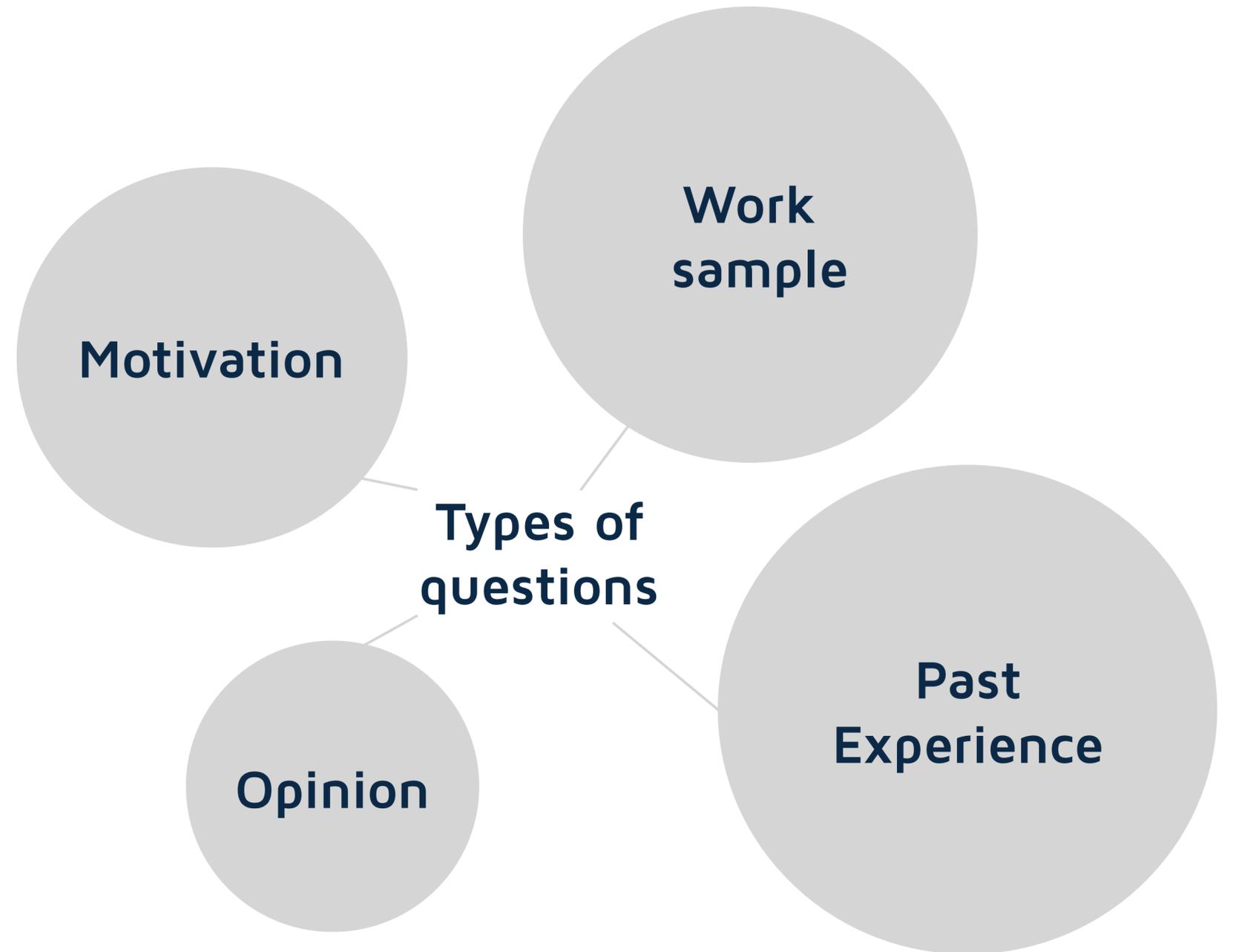
How to get started?

2. Define the type of questions you'd like to ask for each skill (one question can cover more than one skill).

Although we recommend work sample questions due to their predictive power, customers also ask questions that can fall into other categories.

Some questions can replace what you usually see in a cover letter.

The final pages of this guide give you some ideas about the structure of the questions.



How to get started?

3. Define the reviewing guide for each question.

Reviewers will score answers to each question in a 5-point scale. So a review guide can be a list of criteria for giving someone a score of 1 out of 5, 3 out of 5, and 5 out of 5.

Rate this answer

★ ★ ★ ★ ★

1 star:

3 star:

5 star:

**Some ideas on how to
structure questions**

Motivation

Tell us why you are the perfect fit for organisation/role. Why now?

What skills would you like to gain from joining organisation, what skills can you offer us?

What motivates you to start/continue your career at organisation?

What attracted you to this role?

* text with this type of font can be replaced by information specific to your organisation

Work sample

Write a reply to this email:

"Xxxx

Xxxx

Xxxx"

Example

Write a reply to this email:

Hello,

I'm getting in touch as you were recommended to our Head. We currently use the careers platform Toadiversity, which I'm pretty happy with. The only areas where we could use further support are around universities outside of the UK and also something that improves our UCAS process for overseeing personal statements and references. Is this something you cover at Unifrog?

Regards,
Sam

Work sample

Tell us three steps you would take to make sure that a purpose or task goes well.

Imagine you are talking to someone with a specific background/in a specific context.

How would you explain something important for the organisation or the specific role.

You are due to task. What are the key elements you'll take into account to do this?

Example: You are due to launch a new product. What are the key elements of your go to market strategy that you would have in place for this launch?

Work sample

What are the three most important challenges facing the organisation / role / topic / industry? How would you assess our current approach to meeting those challenges? What would you do differently?

It's a Friday afternoon and you are extremely busy finishing off your days work as you need to leave at 5pm and cannot work back late. At 4.45pm someone in the team comes into your office and requests task. Someone in the team has also requested task. How do you manage this?

Specific situation with some trade-offs. What would you do?

Past experience

Describe an achievement at work related to specific knowledge/skill/topic that you are particularly proud of.

Please give an example of a time when you have built successful relationships with particular group, and how you went about doing this.

Tell us about a great idea (can be more specific) you had recently, and how you got other people on board to execute it.

Have you ever specific experience? what did you do?

Example: Have you ever sold someone on a brand new idea or a product or service that was still in the development stage? What did you do?

Past experience

Tell us about a time when you a task and outcome.

Example: Tell us about a time when you made a system or process in your office work better and more efficiently.

Tell us a story of a time when you were a general task or activity and encountered a challenge. How did you and the team handle it? In hindsight, what would have done differently?

Please describe experience / jobs / interests relevant to this role?

Opinion

What does a value mean to you?

What business do you wish you had founded? Why?

If you have a question, who do you contact?

Our team is always available on hello@beapplied.com if you have any questions; promise we're friendly.