Work Skills First, Inc.

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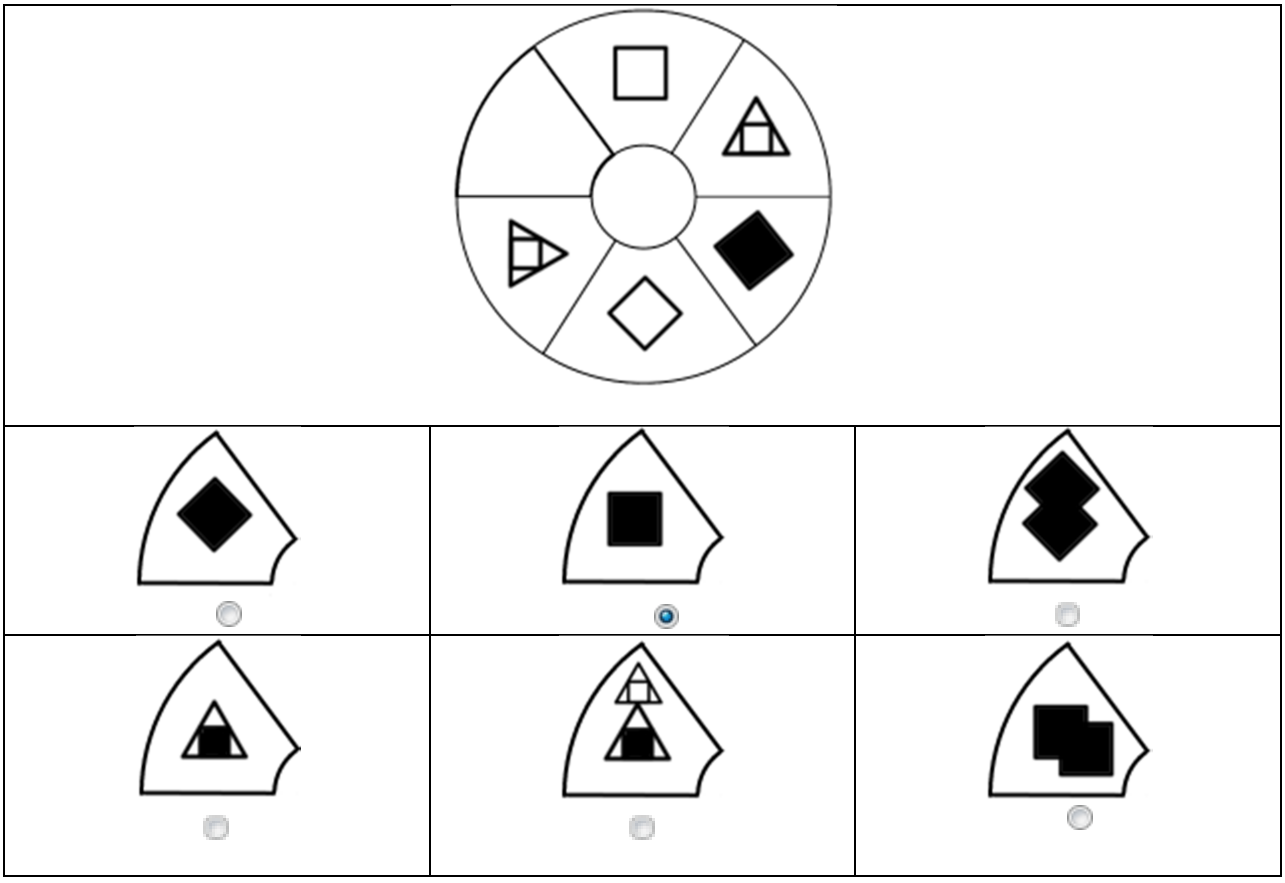
Language-Free Personnel Test

Overview

The Language-Free Personnel Test is a non-verbal measure of general cognitive ability. It is designed to screen job applicants regardless of their native language. The test contains 20 items arranged in approximate order of difficulty. The items present five objects as part of a “wheel” and the applicant must determine which object fits in the sixth part of the wheel. The first few items are intentionally very easy and serve to explain the format of the test to the applicants.

Sample item

In the sample item below, there are three objects each presented twice, once in one orientation and once in a rotated orientation. For example, the unfilled square at the top of the wheel is presented in one orientation. The square is rotated at the opposite end of the wheel. For this item, the task is to pick the object that represents the rotated object at the opposite end of the wheel.



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The second response option (a dark square) is the correct answer because it best completes the pattern. Approximately 65% of the norming sample answered this item correctly.

Technical Information

This technical documentation is designed to meet various professional and legal guidelines. As such, it contains language unfamiliar to many human resource and other professionals. We would be happy to answer any questions concerning this documentation. Questions on this report may be directed to Info@workskillsfirst.com or by calling Work Skills First, Inc.

Reliability

Reliability of cognitive ability tests typically range from the low .80s to the low .90s (Hunter & Hunter, 1984; Schmidt & Hunter, 1998). The reliability of the Language-Free Personnel Test is .83 (*N* = 203).

Criterion-related validity

The validity of cognitive ability tests for predicting job performance is approximately .51 (Hunter & Hunter, 1984; Schmidt & Hunter, 1998).

The average validity estimates (Schmidt & Hunter, 1998) of cognitive ability tests for predicting job performance at various occupational levels are:

- .58 for professional – managerial jobs
- .56 for high –level complex technical jobs
- .51 for medium complexity jobs (62% of US jobs are considered medium complexity. This category includes skilled blue collar and mid-level white-collar jobs – (e.g., upper level clerical and lower level administrative jobs)
- .40 for semi-skilled jobs
- .23 for completely unskilled jobs

The average validity estimate (Schmidt & Hunter, 1998) for predicting job-related learning/training is approximately .56.

Faking resistance

Language-Free Personnel Test is a maximal performance test and cannot be faked.

Score reporting format

The Language-Free Personnel Test reports two scores: A total raw score and a stanine (“standard nine”) score that has values from 1 to 9. Most employers find the stanine score the most useful to interpret.

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A stanine score of 1-3 suggests that the candidate is suitable for jobs of low complexity or relatively unskilled jobs, such as janitor, nursing assistant, fast-food employee, material handler, data entry clerk, data copier/coder, or mechanic helper.

A stanine score of 4-6 suggests that the candidate is suitable for jobs of medium complexity or relatively skilled jobs, such as light industrial jobs, including machinist or electrician, or office jobs, including retail or sales associate, call center associate, bank clerk, laboratory technician, supervisor, or administrative assistant.

A stanine score of 7-9 suggests that the candidate is suitable for highly skilled and/or professional/technical jobs, such as engineer, manager, IT analyst, financial analyst, accountant, or business analyst.

Users of the Language Free Personnel Test may wish to make their own hire recommendations based on the availability of applicants in the local applicant pool, the performance records of employees who were previously tested, and the adverse impact, if any, of the test on their applicants. Work Skills First, Inc. invites users of our employment tests to contact us if there are questions about the appropriate use of the test.

A norm table is provided based on a sample of 203 examinees. The table shows the mapping between the total raw score, the stanine score, and the cumulative percentiles of the score distribution. The table indicates that the test provides useful levels of differentiation throughout the score range.

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Norm Table (*N* = 203)

Stanine Score	Total Raw Score	Cumulative Percentile
1	0	1.0
	1	1.0
	2	1.5
2	3	3.0
	4	6.4
	5	10.3
3	6	16.2
	7	21.7
	8	25.6
4	9	34.0
	10	38.0
	11	45.0
5	12	50.1
	13	52.2
	14	58.1
6	15	64.0
	16	67.5
	17	70.9
7	18	77.3
	19	79.3
	20	85.7
8	21	91.1
	22	93.1
	23	96.1
9	24	99.0
	25	100.0

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References and additional information

References cited in this technical documentation are listed below and can be obtained from Work Skills First, Inc.

Hunter, J. E., & Hunter, R. F. (1984). Validity and utility of alternative predictors of job performance. *Psychological Bulletin, 96*, 72-98.

Schmidt, F., & Hunter, J. (1998). The validity and utility of selection methods in personnel psychology: Practical and theoretical implications of 85 years of research findings. *Psychological Bulletin, 124*, 262-274.