



Trainer

Company Z

18/01/19

Job Profile AEC DISC

Table of contents

Presentation of the Job Profile.....	3
Global overview of the Job.....	4
Indicators.....	7
Graph of the Job.....	9
Position of the Job on the Wheel.....	10

Our work environments are different. Each job requires a specific profile according to its framework and this same profile will vary according to different situations.

This profile is generated from the AeC Job Analysis Questionnaire as it has been filled out. It is important to remember that a job description may vary depending how we see the job. Therefore, the persons who fill out the questionnaire tend to answer based on their own perceptions of the job. If the questionnaire has been filled out by only one person, this profile will tell us how that person perceives the job. Therefore, for the profile to be relevant, it is important that the questionnaire be filled out collectively by different persons, the job's stakeholders.

This profile is a definition of the behaviours expected by a specific job in order for the people skills to be used the most efficiently. It is represented in the following way:

- **A written report** of the job graph with a description of the main behaviours required by the job.
- **A simplified schematic summary with 16 indicators**, compared 2 by 2, of the job graph. These indicators are represented as percentages of ratios from 0 to 100 on a graduated scale corresponding to the graph of the job. They don't measure the intensity of the colours but the ratio existing between them.
- **The job graph** which measures the intensity of the four colours.
- **This graph positioned on the Arc En Ciel DISC Wheel** only taking into account the intensities above 50%.

This profile is limited to being a behavioural analytical tool in understanding the job, and should be used in conjunction with other elements, such as skills and motivations.

Global overview of the Job

This is a global overview of the concerned Job.

It describes its requirements as well as the behaviours required from the person who occupies it, for an optimal efficiency.

These ones are expressed in terms of :

- ***answer to the problems and the challenges, authority sense, decision taking***
- ***relationship skills of communication and influence***
- ***management of the activity and change levels, persistency and listening***
- ***quality requirements and respect for rules and procedures***

- ☆ Acceptance of change for the sake of innovation
- ☆ Very apparent high level of trust spawning enthusiastic communication.
- ☆ Unique choice of words in expressing oneself
- ☆ Strong influential and persuasive skills
- ☆ Tact and skill in decision making
- ☆ Numerous and diverse relationships
- ☆ Optimistic approach to problem solving
- ☆ Flexibility and agility to perform tasks
- ☆ Self-confidence and mastery of verbal skills
- ☆ Resolution of human issues
- ☆ Diverse and friendly working environment
- ☆ Strong ability to motivate others.
- ☆ Flexible time management
- ☆ Articulation of thoughts and ideas
- ☆ Few rules and procedures to follow
- ☆ Power and authority
- ☆ Occasional routine work

Global overview of the Job

This is a global overview of the concerned Job.

It describes its requirements as well as the behaviours required from the person who occupies it, for an optimal efficiency.

These ones are expressed in terms of :

- ***answer to the problems and the challenges, authority sense, decision taking***
- ***relationship skills of communication and influence***
- ***management of the activity and change levels, persistency and listening***
- ***quality requirements and respect for rules and procedures***

- ☆ Ability for innovation
- ☆ Love of risk taking
- ☆ Unique way of thinking
- ☆ Test of rules and procedures
- ☆ Opportunity to test new ideas
- ☆ Tolerance to question procedures
- ☆ Challenging the status quo
- ☆ Ability to work on many different projects
- ☆ Job which may change
- ☆ Ability to adapt to change
- ☆ Ability to juggle many things at once if necessary
- ☆ Quick rhythm of work
- ☆ Limited ability to motivate oneself and seek out challenges
- ☆ Authority limited to job responsibilities
- ☆ Safe and predictable missions
- ☆ Contributes to changes that are driven by others
- ☆ Moderate contribution to decision making

Global overview of the Job

This is a global overview of the concerned Job.

It describes its requirements as well as the behaviours required from the person who occupies it, for an optimal efficiency.

These ones are expressed in terms of :

- ***answer to the problems and the challenges, authority sense, decision taking***
- ***relationship skills of communication and influence***
- ***management of the activity and change levels, persistency and listening***
- ***quality requirements and respect for rules and procedures***

- ☆ Quite and peaceful approach to change and crisis
- ☆ Controlled time management

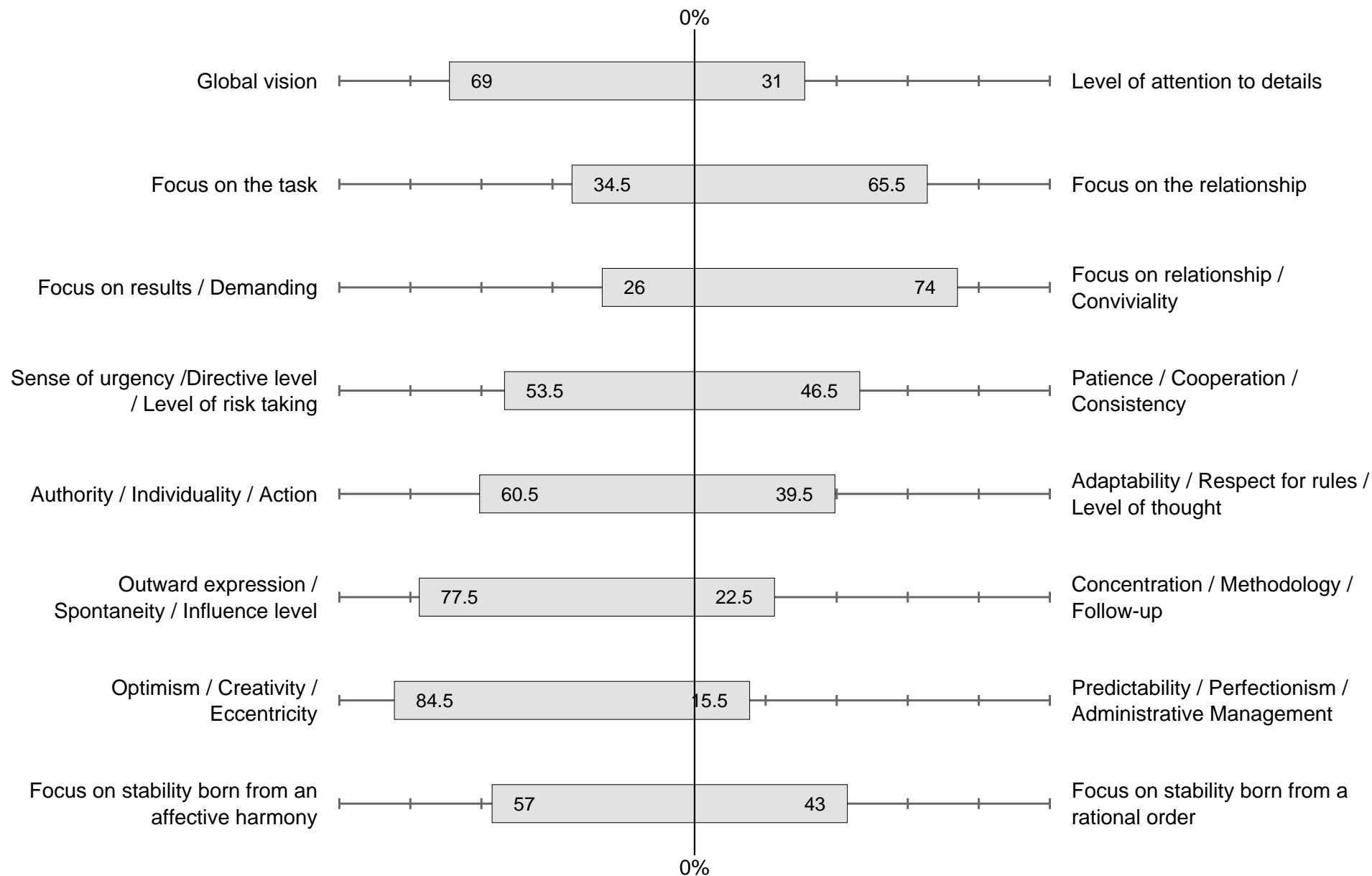
This page is designed to summarize and simplify this job profile into 16 indicators, compared 2 by 2. They don't measure the intensity of the colours, as it is the case with the graph, but the ratio existing between them.

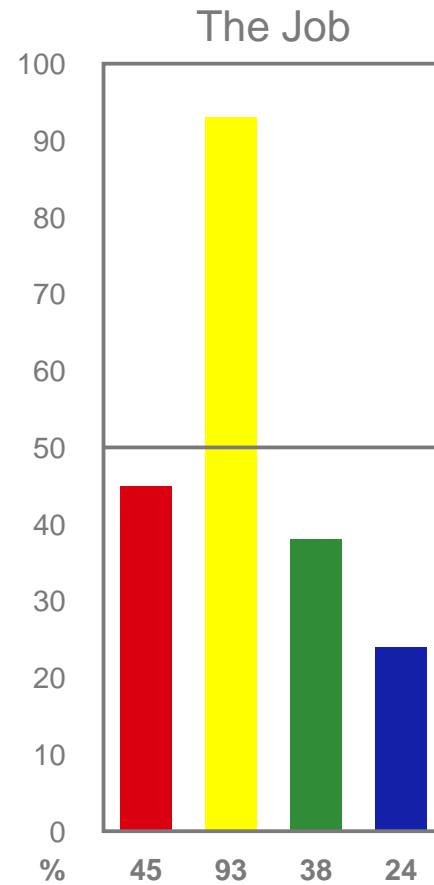
These indicators are represented as percentages of ratios from 0 to 100 on a graduated scale. These are :

- Global vision
- Level of attention to details
- Focus on the task
- Focus on the relationship
- Focus on results/Demanding
- Relationship/Conviviality
- Sense of urgency/Directive level/Level of risk taking
- Patience/Cooperation/Consistency
- Authority/Individuality/Action
- Adaptability/Respect for rules/Level of thought
- Outward expression/Spontaneity/Influence level
- Concentration/Methodology/Follow-up
- Optimism/Creativity/Eccentricity
- Predictability/Perfectionism/Administrative Management
- Focus on stability born from an affective harmony
- Focus on stability born from a rational order

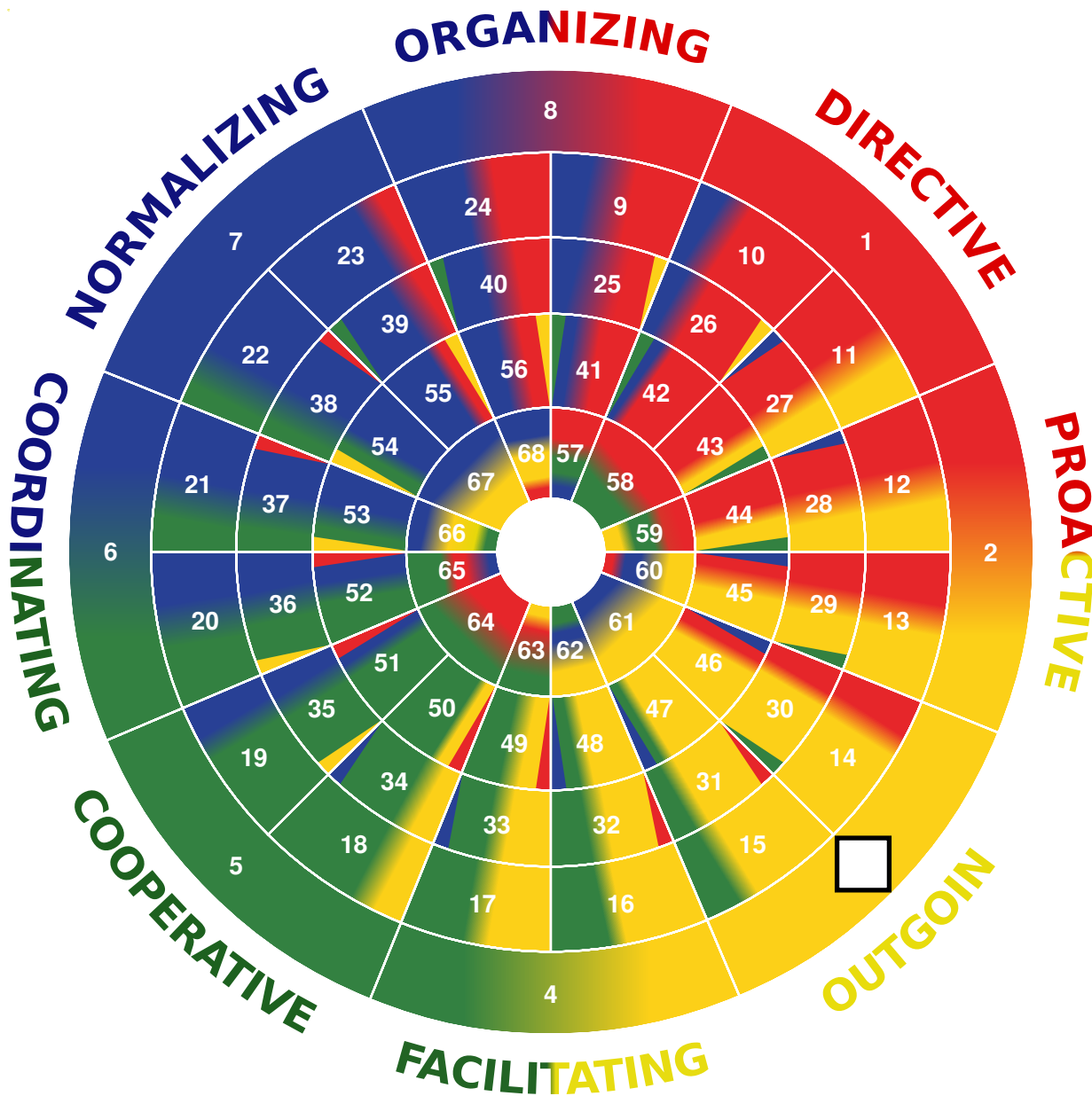
So you can quickly view the important components of the job.

There are no good or bad indicators, just a visual and quantifiable representation of the characteristics of the job through the dynamics existing between each one of these poles.





The Job



Position of the Job on the Wheel