

Psychometric & aptitude tests

Tips for completing psychometric and aptitude tests

Psychometric and aptitude tests help to assess a candidate's personality, skills and knowledge at pre-interview stage.

There are normally six types of test:

Describing your characteristics and how you would react to certain situations (personality)

Noticing differences in a series of pictures (abstract reasoning)

Checking for errors (Data and Clerical) and faults (Technical personnel)

Interpreting numerical data from graphs, charts etc. (numerical reasoning)

Visualising, constructing and manipulating shapes (abstract reasoning)

Comprehending and evaluating written work (verbal reasoning)

Most psychometric tests are specific to the job and aimed at getting the best person to fill that position. Do your best to find out the kind of person they are looking for by finding the clues in the job description or simply by phoning the company and asking what attributes they require of the successful candidate.

Find out what type of psychometric or aptitude test is going to be used and remember if practising, to adjust the level of difficulty to the job you are applying for. Management positions will typically be more challenging than entry level.

Don't presume that because you are good at maths and reading that you will find these tests easy. They are designed in a very specific way and timed, therefore in order to pass the test you will have to practice the techniques.

Make sure you are well rested before you sit the test and are in peak condition both mentally and physically.

If you are allowed to use aids such as calculators then make sure you have practised using them and are familiar with the different functions before taking the test.

Improve your vocabulary by reading - especially industry specific vocabulary which you will find being used in trade journals.

Use online psychometric tests to practice your technique. Train your brain to recognise the different types of questions you will be asked. If the practice tests don't have a time limit set yourself one.

Have a strategy to cope with the time limit. Remember that they are set up so that only a very small percentage of people who take the test can finish it.

Each question gets the same score so don't spend lots of time on the hard questions and not leave yourself enough time to complete the easy ones.

Use all the time you have been given. If you do finish go back and look at the questions you didn't complete or check the ones you thought were easy.

DON'T LIE in the personality tests. Most are set up with alerts to indicate consistency in your answers or that you are trying to portray yourself in an unrealistic positive manner. (If for instance you say you've never told a white lie even to save someone's feelings this would trigger an alert).

Websites

My World of Works Aptitude test sections provides an overview of the different types of tests, tips to help you pass, example questions and links to practice tests
<https://www.myworldofwork.co.uk/getting-job/aptitude-tests>

Planit Provides information and links to a range of aptitude tests including Army – BARB practice test and Police Scotland - Standard Entrance Test (SET)
<https://www.planitplus.net/Articles/FindingAJob/28>

Practice Aptitude Tests Numerical, verbal and diagrammatic reasoning and situational judgement
<http://www.practiceaptitudetests.com/numerical-reasoning-tests/>

Psychometric Tests Collaborative project from UK universities and occupational psychologists
<http://www.psychometrictest.org.uk/>

Numerical Reasoning Test Free trial tests
<http://www.numericalreasoningtest.org/>

PWC Can enter through "School student or leaver" or "University student or graduate" portal and do practice tests on numerical reasoning, verbal reasoning, inductive reasoning and workstyle preference.
<http://elearn.pwc.co.uk/psychometric/try.html>

Assessment Day Range of psychometric practice tests.
<https://www.assessmentday.co.uk/psychometric-test.htm>