

Collins McNicholas

Recruitment & HR Services Group



CASE STUDY



PROFESSIONAL ADMINISTRATIVE SUPPORT ASSESSMENT SOLUTIONS - INSTITUTE OF TECHNOLOGY CARLOW

Why IT Carlow Contacted Us

IT Carlow partnered with Collins McNicholas in August 2019 to provide assessments for the recruitment of Professional Administrative Support positions. The assessments identified and established a panel of suitably qualified Professional Administrative Support Officers. Our Assessment Team provided a quality assured service in dealing with a large volume of applicants within a short timeframe.



Our Assessment Solution

In August 2019, our Assessment Team provided assessment services to IT Carlow in the selection of Professional Administrative Support Officers for interview and in building a panel of candidates for future opportunities.



Assessment

Following consultation with IT Carlow our Assessment Team selected the below assessments:

- Verbal Reasoning
- Numerical Reasoning
- Checking / Attention to Detail

Candidates were invited and scheduled for assessment at a time most suitable for them. The assessments were administered by Collins McNicholas on campus in IT Carlow, facilitating approximately 40 candidates per session. Over the course of one day, 62 candidates were assessed, all responses scored and a spreadsheet of results was provided (in ranked order) within 48 hours to IT Carlow.

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FEEDBACK

Collins McNicholas communicated feedback to all candidates based on their performance across the three assessments. Those who passed the assessment phase were informed of their ranked position. Those who did not progress onto the next stage were provided with developmental tips for future assessment processes. Upon request, Collins McNicholas also provided telephone feedback to candidates within a 24-hour period of the request.



THE OUTCOME

Collins McNicholas' Assessment Team scheduled and ran assessment centres within five working days of the client request. Within 48 hours, Collins McNicholas assessed 62 candidates, scored all assessments and presented results in ranked order to IT Carlow.

Testimonial...

Collins McNicholas have remained our preferred supplier for psychometric testing for Professional Administrative Support Officer positions over the past couple of years. Recently, the HR Services Team provided fully managed assessments solutions to 62 candidates. Overall Collins McNicholas deliver a quality service. Their professionalism is highly valued as is their ability to respond quickly against tight deadlines and deliver a quick turnaround of results.

Karen Woods, Recruitment & Selection Officer, Institute of Technology Carlow

Institiúid Teicneolaíochta Cheatharlach



At the Heart of South Leinster

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