



Case Study

INTERNATIONAL MONETARY FUND Putting SkillCheck to the Test

When the International Monetary Fund (IMF) needed to make critical decisions about the recruitment and training of its secretarial staff, it turned to SkillCheck computer-based testing from First Advantage. From the SkillCheck catalog of over 100 testing products, the IMF selected seven that covered key secretarial skills, including proficiency with Microsoft Word and Excel, Business English, Business Math, Typing Speed and Accuracy, Secretarial Skills and Filing Skills.

Each SkillCheck skills-testing product selected by the IMF included an independently validated standard test and a database of at least 100 questions from which the IMF had the option to create their own tests based on the specific needs of the Fund. For recruitment, the IMF chose the independently validated standard tests and employed the First Advantage Assessment Division (formerly Skillcheck) to assist in a benchmark study to establish recruitment grading parameters. The test-making capabilities of the SkillCheck product were reserved for IMF training, allowing the Fund to create effective tools for evaluating secretarial trainees before and after training and to measure the effectiveness of IMF training programs.

Most of the benchmark study took place over six weeks, during which the First Advantage Assessment Division assisted the Fund in setting up a testing office and analyzing test results from external candidates typical of the kind seeking employment at the Fund and from current IMF employees who were rated separately by their supervisors. Correlating scores and supervisor ratings, Assessment Division Psychometrician Cliff Donath, Ph.D. recommended cutoff scores for the effective recruitment of IMF secretarial personnel.

The benchmark study and the use of powerful and flexible SkillCheck testing products insure that IMF will have a uniquely reliable tool to measure external candidates and internal employees. "With SkillCheck Assessments," said Angela Wall of the IMF Recruitment Division, "we feel satisfied that the Fund has the highest quality testing technology available."

"The use of powerful and flexible SkillCheck testing products insure that IMF will have a uniquely reliable tool to measure external candidates and internal employees."

*Angela Wall,
International Monetary Fund,
Recruitment Division*

**For additional information
about First Advantage
Assessment Solutions,
please visit
www.FADVAssessments.com
or call our SkillCheck product
hotline at 800.648.3166.**