

## Workshop 3: Assessment Centre Training

### Content:

Personnel decisions regarding positions to be filled in both business and industry and the administrative sector are made on the basis of how well an applicant performs in a selection and assessment centre. Detailed knowledge about the demands on the applicants as well as the expectations of the decision-makers in management are essential for presenting oneself successfully during this process.

The goal of this intensive workshop is to give participants insight into the methods used in a selection and assessment centre and the various settings in which the applicant can be expected to perform. The decision-making criteria used by management thus become more transparent as they are converted into concrete tasks. Participants will receive detailed feedback after their performance.

### Focal points:

- How to present yourself in an assessment centre
- Methods and tasks used in the centre
- Assessment criteria and selection process
- Testing one's own performance in concrete AC tasks
- Detailed feedback on one's own performance

### Coach:

Monika Puls-Rademacher is a trained psychologist and an education professional. She works since 1987 in various large companies where she was responsible for personnel development and recruiting. During this time she has developed evaluation processes for assessment centres.