



# Employment Selection Assessments

The purpose of this document is to provide applicants for employment with information about the State Farm® selection assessments. Unauthorized exposure to actual tests or test questions prior to taking the tests will automatically disqualify the applicant from employment.

## Important:

If you believe that you have a condition or circumstances which might affect your ability to take these types of assessments, please contact our State Farm Employment Team at 1-877-272-1999 prior to testing to discuss your possible need for an accommodation. Once requested, please be prepared to provide verification of your need for an accommodation.

## Employment Selection Assessments

The employment selection process at State Farm determines if certain skills/abilities of applicants match the requirements of the organization's jobs. One of the ways to gauge this match is the use of employment assessments. Performance on these assessments, as well as information obtained from other sources during the selection process (such as interviews and the employment application) helps us make hiring decisions about applicants.

The employment assessments used by State Farm were professionally developed according to industry standards. Research has shown that performance on these tests is related to job performance.

## Strategies for Taking Employment Assessments

- It is important to be well rested. Don't be alarmed at being a little nervous. That feeling is typical of most applicants.
- The assessment is timed, so work as quickly and as accurately as you can.
- You may be required to take more than one assessment, depending upon the job(s) for which you're applying. It is important to set aside plenty of uninterrupted time in order to complete each of the assessments.

You will be provided with instructions that include the amount of time required and computer specifications for each assessment. If you have questions or don't understand the instructions, inform the State Farm Employment Team (1-877-272-1999) before completing the assessment.

## SkillTrak

Some jobs require testing that measures an applicant's ability to demonstrate fundamental keyboarding and navigation skills required in most entry-level, customer facing positions. In addition to completing a typing assessment, applicants use headphones and the spoken word to respond to simulated customer calls for data entry. A full keyboard for typing is recommended. This assessment is timed and could take up to 30 minutes to complete.