

Fleishman - Job Analysis Survey Kit:

The F-JAS©

**A system for analyzing the knowledge, skills,
and abilities needed to perform jobs.**

Based on over 30 years of research, the *Fleishman-Job Analysis Survey (F-JAS)* determines the levels of knowledge, skills, and abilities (KSAs) required to perform a wide range of jobs. Each KSA is carefully defined and spans the full range of human abilities concerning cognitive, psychomotor, physical, and sensory-perceptual performance. Experienced employees use behaviorally-anchored rating scales to determine how relevant each KSA is to their job. The *Administrator's Guide* provides instructions for administration, as well as technical background information and interpretive guidance.

The *Handbook of Human Abilities* extensively defines each ability and lists tests commercially available which measure those abilities. Once the requirements of a particular job have been determined through the *F-JAS*, the *Handbook* helps professionals select tests that assess those abilities. The *F-JAS* is an invaluable tool for developing content-valid employment procedures, a critical feature, considering the increasing legal pressure to demonstrate the job-relatedness of employment tests.

Dr. Fleishman is internationally known for his research on human abilities and the analysis of work requirements. For this work, he was the recipient of the American Psychological Association's Distinguished Scientific Award for the Applications of Psychology. He is past president of the American Psychological Association's Divisions of Industrial and Organizational Psychology (SIOP), Evaluation and Measurement, and Engineering Psychology and was Editor of the *Journal of Applied Psychology*.

The self-scorable *F-JAS* offers these desirable benefits:

- Simple on site administration
- Instant scoring and interpretation
- Inexpensive and easy to use
- Ideal for group/workshop settings
- Suitable for government, industrial, and service sector applications.

The easy to understand, easy to administer, job analysis kit comes with the license to validly assess a single job, ten 60-page self-scorable surveys, and an administrator's guide. Each F-Jas kit will provide a validated turnkey, in-house assessment of any job.

Sold separately is the *F-JAS Kit Part Two, Social/Interpersonal Abilities*, which provides additional definitions and the behaviorally anchored rating scales for twenty one job related social/interpersonal abilities and characteristics.