ALL YOU NEED TO KNOW ABOUT YOUR UPCOMING STANDARD PRE-SELECTION TEST

United Nations

Why a Standard Pre-Selection Test (SPT)?

The United Nations faces **unique, complex, and evolving challenges**. In order to effectively deal with these challenges, a **high-performing and adaptable global workforce** is essential. To build and maintain such a workforce, the Secretariat has introduced **a new staffing approach**.

As a fundamental principle of this new approach, staff members are expected to be mobile within and across a wide range of related job families, also known as a job network. The SPT has been developed, with that principle in mind, to **assess** general abilities for a **wide variety** of **potential job network-relevant tasks and/or situations**.

What kind of test is the SPT?

It is an **internet-based multiple-choice test** consisting of **one or more test parts**, available in **both English** and **French**. The SPT can be approximately **50 minutes to two-hours long**. You can complete **each test part separately** within the 48- hour test window.

Social Reasoning

June 2017 Version

Why is there a Social Reasoning test part?

Effectively working, interacting, and engaging with people from a variety of different backgrounds in a work environment is a fundamental part of every job in POLNET. There is no position in POLNET where United Nations Staff would not be expected to interact with a colleague, a manager, a client, etc.

No prior, or specific, United Nations knowledge is necessary to be successful in this test. This is done to ensure, pursuant to General Assembly resolution 68/265, that every applicant, internal or external, is given an equal and fair chance.

The United Nations receives an average of 800 applications per professional level job opening from more than 140 countries.

How do you make sure the SPT is fair?

During the developmental stage, each question is run through software tools which provide us with standardised readability scores. This helps us make sure that the questions are written so that second language speakers with a strong command of the required United Nations working languages are not disadvantaged. Also, after the test has been administered but before it has been scored, each question is checked using advanced psychometric methods to ensure its fairness, reliability, and validity.

Top tips: How can I improve my test performance?

- **Take the sample test before the actual test. It will help you become familiar with the testing platform and the test format.**
- Take the test on a laptop or desktop computer and not a small mobile device.
- **Take the test in a quiet environment, with minimal disruptions and distractions.**
- Select an answer even if you are not sure it is correct (no points are deducted for incorrect answers).
- **Use online dictionaries to search for terms that you need help understanding.**
- Use only the information presented to you in the question to answer it.
- **Rest well before beginning the test and take breaks between test parts.**
- Flag questions that you find too time consuming and return to them if time remains.
- **Keep a piece of scrap paper and pen nearby as you may need them**