



## Recruitment Test

Welcome to the recruitment test for EcoVadis. EcoVadis operates the 1st collaborative platform allowing companies to assess the Corporate Social Responsibility (CSR) performance of their global suppliers.

This test will determine your skills as an analyst i.e. the ability to find, summarize and analyze relevant information rapidly.

The duration of the test is **1 h 30 mins**, with an additional **15 mins reading time**. The questionnaire is divided into 3 sections, which provide an insight of an analyst's daily duty. For each particular section, you have been provided with a folder containing a series of documents for you to read. The **information found in these documents is enough** for you to answer the questions for each section specifically. **All questions are compulsory**. You are not allowed to have an Internet connection during the test. Any smartphone or tablet should be switched off during the course of the assessment.

### Instructions to edit and save PDF form:

Before filling in the questionnaire, click on the 'Sign' icon on the top right of the window. Click on 'Add Text' to start typing in your answers. To save after you have finished, click on 'Add Signature', in the same tab, and type in your initials. Place your initials at the bottom of the document and then click, 'File – Save As'.

**NAME:**

**DATE:**



### **Section 1 – QUALIFICATION**

Section 1 carries 10 marks in total. You are advised to spend **no more than 20 mins** on this section. The documents needed to answer are found in the folder *Case\_Study\_Hiring\_Section\_1\_BAYER*.

- 1.1** In which city and country is the Headquarters the Bayer Group located?
- 1.2** What was the turnover of the Bayer Group in 2011?
- 1.3** How many employees were in the Bayer Group by the end of 2011?
- 1.4** How many companies does the Bayer Group comprise worldwide?
- 1.5** Does the Bayer Group have activities in risk countries? If Yes, identify at least 2 of them.
- 1.6** How many business activities does the Bayer Group consist of? Please name them.
- 1.7** What business activity contributed the most to the total sales of the group in 2011?



**1.8** Please summarize the business activity of the Bayer Group.

## **Section 2 – DOCUMENT ANALYSIS**

Section 2 carries 20 marks in total. You are advised to spend **no more than 50 mins** on this section. The documents needed to answer are found in the folder *Case\_Study\_Hiring\_Test\_Section\_2\_ACCENTURE*. Please note that for Multiple Choice Questions more than one answer is allowed per question.

- 2.1.** On which topic(s) was training provided to Accenture's employees? a, b and d
- a. Ethics and compliance
  - b. Environment
  - c. Carbon Reduction Initiatives
  - d. Bribery and Corruption
- 2.2.** What are the reporting channels for any suspected violations of the Code of Business Ethics? a ,b and c
- a. Management and Human Resources
  - b. 24/7 Confidential Business Ethics line
  - c. Email to complaints department of the company
  - d. Board of directors



**2.3.** Find the following Key Performance Indicators (KPIs)

- a. Percentage of E- waste that avoided landfill in 2011
- b. Percentage of Carbon Reduction per Employee in 2011
- c. Percentage of women in the workforce in 2011
- d. Amount of investment in training and development in 2011
- e. Percentage of new supplier agreements that include Supplier Standards of Conduct in 2011

**2.4** Under which themes would you categorize the statements given below? Use only the themes provided [**Harassment, Environment, Charity, Bribery & Corruption, Working conditions, Supply Chain Management, Health and Safety**]

- a. *"We continue to be transparent in reporting on our environmental performance, responding to the Carbon Disclosure Project (CDP)—specifically to its Investor Program since 2007 and its Supply Chain Program since 2009"*
- b. *"Our annual Global Employee Survey gives all Accenture people an opportunity to share what they believe the company is doing well and what it could do better or differently, and in fiscal 2011, 84 percent of employees responded to the survey"*
- c. *"We make personal safety a top priority. We follow all posted safety and emergency procedures at our facilities and at client sites"*



- d. *"We condemn abuse and retaliation. Abusive behavior, comments or unwanted physical touching are unacceptable. Anyone who experiences inappropriate behavior should report it. Accenture will not tolerate retaliation"*

**2.5** Summarize in your own words, Accenture's Policy on gifts/Entertainment/Hospitality. [Please include doc name and page number]

**2.6** Refer to the ISO 14001 certificate provided [ACCENTURE ISO 14001 certificate]. What, according to you, is the relevant information from this certificate? [Consider fiscal year 2012 (01 Jan - 31 Dec)]

### **Section 3 – NEWS**

Section 3 carries 10 marks in total. You are advised to spend **no more than 20 mins** on this section. You may refer to the documents in the folder *Case\_Study\_Hiring\_Test\_Section\_3\_NEWS*. For the news extracts given below, please identify (1) whether the news is positive, negative or irrelevant in relation to CSR issues, (2) on what theme it is **[Use only the themes provided: Environment, Labor practices, Health and Safety, Business Ethics]** and (3) a brief explanation of your answer.

#### **3.1 'IBM Slashes 2,800 Jobs in Sales, Software Units'**

*"International Business Machines Corp. sent layoff notices to more than 2,800 people in its sales and software groups in the U.S. last week, indicating that domestic job cuts at the technology giant may be more significant than it has signaled."*

**POSITIVE/NEGATIVE/IRRELEVANT:**

**THEME:**

**JUSTIFICATION:**

#### **3.2 'Workers blame 25 deaths at Mittal steel plant on lax safety'**

*"The Romanian steelworks bought by the billionaire Lakshmi Mittal with the backing of Tony Blair is at the center of a row over the deaths and injuries of hundreds of workers in accidents on the site."*

**POSITIVE/NEGATIVE/IRRELEVANT:**

**THEME:**

**JUSTIFICATION:**



### **3.3 'EU set to charge Microsoft over ruling breach'**

*"(Reuters) - Microsoft Corp will be charged for failing to comply with a 2009 ruling ordering it to offer a choice of web browsers, the European Union's antitrust chief said on Thursday, which could mean a hefty fine for the company. U.S.-based Microsoft's more than decade-long battle with the European Commission has already landed it with fines totaling more than a billion euros (\$1.28 billion)."*

**POSITIVE/NEGATIVE/IRRELEVANT:**

**THEME:**

**JUSTIFICATION:**

### **3.4 'Acer to acquire cloud-service provider iGware'**

*"The company says that it will acquire iGware for \$320 million, plus another \$75 million if it hits certain performance-based milestones. Acer plans to acquire cloud-service provider iGware, the company announced today. According to Acer, the companies have agreed to a selling price of \$320 million. In addition, iGware can earn \$75 million if it hits certain performance-based milestones. With iGware's technology, Acer says that it will deliver a new service, called Acer Cloud, "to serve and benefit Acer customers, and enhance brand value."*

**POSITIVE/NEGATIVE/IRRELEVANT:**

**THEME:**

**JUSTIFICATION:**

### **3.5 'BMW manufacturing launches wind power study'**

*"BMW Manufacturing Company on February 17 announced that it has begun a study into the feasibility of using wind energy on its plant site in Spartanburg, S.C. BMW will partner with Gold Ring Power, LLC to conduct an energy audit to gather data on wind speed and patterns throughout the site. The results of the test will reveal the viability for BMW to add wind to the list of alternative energy resources used to power the facility."*

**POSITIVE/NEGATIVE/IRRELEVANT:**

**THEME:**

**JUSTIFICATION:**