

Section A – Job Characteristics

Read the following statements carefully and rate your response as follows:

- 1 Strongly disagree
- 2 Disagree
- 3 Neither agree nor disagree
- 4 Agree
- 5 Strongly agree

No	Statements	Rate
1	My position requires that I make a lot of important decisions	
2	I seldom know what higher management expects from me	
3	I spend a lot of time dealing with ‘people problem’	
4	If I make mistakes in my job, my career is likely to suffer	
5	Standard don’t stand still around here, I’m expected to perform better than I did last time	
6	I do not have to make many decisions of my own	
7	This company is quick to adopt new ideas	
8	In doing my job I get little support from higher management	
9	I frequently find that my beliefs conflict with those of the company	
10	In this company it is not always easy to know what is going on	
11	My opinions are usually considered when decisions are made	
12	I am constantly asked to use new methods and dealing with new problem	
13	I sometimes find myself caught between two groups with conflicting interest	
14	It seems likely that I shall stay with this company until I retire	
15	I feel that working for the company imposes restrictions on my behaviour	
16	If I make mistakes in my job, there could be serious consequences for the company	
17	I sometimes have to work long hours and/or take work home to get things done	
18	I sometimes find myself passing on order I don’t agree with	
19	I am often faced with choice between family and work demand	
20	Overall I find my present job stressful	

Section B – Organizational Climate

Read the following statements carefully and rate your response as follows:

- 1 Strongly disagree
- 2 Disagree
- 3 Neither agree nor disagree
- 4 Agree
- 5 Strongly agree

No	Statements Measuring Structure	Rate
1	The jobs in this organization are clearly defined and logically structured	
2	In this organization it is sometimes unclear who has the formal authority to make decisions	
3	The policies and organizational structure of the organization have been clearly explained	
4	Red tape is kept to a minimum in this organization	
5	Excessive rules, administrative details and red tapes make it difficult for new and original ideas to receive consideration	
6	Our productivity sometimes suffer from lack of organizational planning	
7	In some of the duties I've been on, I haven't been sure exactly who was my boss	
8	Our management isn't so concerned about formal organization and authority but concentrates instead on getting the right people together to do the job	
Statements Measuring Responsibility		
9	We don't rely too heavily on individual judgment in this organization, almost everything is double checked	
10	Around here management resents your checking everything with them, if you think you've got the right approach you just go ahead	
11	Supervision in this organization is mainly a matter of setting guidelines for your subordinates, you let them take responsibility of the job	
12	You won't go ahead in this organization unless you stick your neck out and try things on your own sometimes	
13	Our philosophy emphasises that people should solve their problems by themselves	
14	There are awful lot of excuse around here when somebody makes a mistake	
15	One of the problem in this organization is that individual won't take responsibility	
Statements Measuring Reward		
16	We've a promotion system here that helps the best man to rise to the top	
17	In this organization the rewards and encouragement you get usually outweighs the threats and the criticism	
18	In this organization people are rewarded in proportion to the excellence of their job performance	
19	There is a great deal of criticism in this organization	
20	There is not enough reward and recognition given in this organization for doing good work	
21	If you make a mistake in this organization you will be punished	

No	Statements Measuring Risk	Rate
22	The philosophy of our management is that in the long run we get ahead faster by playing it slow, safe and sure	
23	Our organization has been built up by taking calculated risks at the right time	
24	Decision making in this organization is too cautious for maximum effectiveness	
25	Our management is willing to take a chance on good idea	
26	We have to take some pretty big risks occasionally to keep ahead of the situation	
	Statements Measuring Warmth	
27	A friendly atmosphere prevails among people in this organization	
28	This organization is characterized by a relaxed easy-going working climate	
29	It's very hard to get to know people in this organization	
30	People in this organization tend to be cool and aloof towards each other	
31	There is a lot of warmth in the relationship between management and workers in this organization	
	Statements Measuring Support	
32	You don't get much sympathy from higher-ups in this organization	
33	Management makes an effort to talk with you about your career aspirations with the organization	
34	People in this organization don't really trust each other enough	
35	The philosophy of our management emphasises the human factor, how people feel, etc.	
36	When I'm on a difficult assignment I can usually count on getting assistance from my boss or co-workers	
	Statements Measuring Standards	
37	In this organization we get very high standards for performance	
38	Our management believes that no job is so well done that it couldn't be done better	
39	Around here there is a feeling of pressure to continuously improve our personal and group performance	
40	Management believes that if people are happy, productivity will take care of itself	
41	To get ahead of this organization, it's more important to get along than it is to be a high performer	
42	In this organization, people don't seem to take much pride in their performance	
	Statements Measuring Conflict	
43	The best way to make a good impression in here is to steer clear of open argument and disagreement	
44	The attitude of our management is that conflict between competing unit and individuals can be healthy	
45	We are encouraged to speak our minds, even if it means disagreeing with our superiors	
46	In management meeting the goal is to arrive at a decision as smoothly and quickly as possible	
	Statements Measuring Identity	
47	People are proud of belonging to this organization	
48	I feel I am a member of a well functioning team	
49	As far as I can see there isn't much personal loyalty to organization	
50	In this organization people often look out for their own interest	

Section C – General Physical Condition

Read the following statements carefully and rate your response as follows:

- Never
- Seldom
- Sometimes
- Very often
- Almost all the time

No	Statements	Rate
1	Do you ever have any trouble getting sleep or staying asleep?	
2	Have you ever been bothered by nervousness, feeling fidgety or tense?	
3	Are you ever bothered by headache/pain in head?	
4	Are there any time when you don't feel like eating?	
5	Are there times when you get tired easily?	
6	How often are you bothered by having an upset stomach?	
7	Do you find it difficult to get up in the morning?	
8	Does ill health ever affect the amount of work you do?	
9	Are you ever bothered by shortness of breath when you are not exercising or working hard?	
10	Do you feel upset if something unexpected happens?	
11	Are there times when you tend to cry easily?	
12	Have you ever been bothered by your heart beating hard?	
13	Do you ever smoke/drink/eat more than you should?	
14	Do you ever have spells of dizziness?	
15	Are you ever bothered by nightmare?	
16	Does your muscle tremble enough to bother you (for e.g. eye twitch/hands tremble)?	
17	Do you ever feel mentally exhausted and have difficulty in concentrating/thinking clearly?	
18	Are you troubled by your hands sweating that you feel damp and clammy?	
19	Have there ever been times when you couldn't take care of things because you just couldn't get going?	
20	Do you ever just want to be left alone?	

Section D – Personal profile

Tick (✓) at the appropriate box.

1	Age:	21 – 30 years	<input type="checkbox"/>
		31 – 40 years	<input type="checkbox"/>
		41 – 50 years	<input type="checkbox"/>
		Above 50 years	<input type="checkbox"/>
2	Gender:	Male	<input type="checkbox"/>
		Female	<input type="checkbox"/>
3	Ethnic Group	Malay	<input type="checkbox"/>
		Chinese	<input type="checkbox"/>
		Indian	<input type="checkbox"/>
		Others : _____ (Please specify)	
4	Marital Status	Single	<input type="checkbox"/>
		Married without children	<input type="checkbox"/>
		Married with children	<input type="checkbox"/>
		Divorced/Widowed	<input type="checkbox"/>
5	Highest level of Education	SPM/MCE	<input type="checkbox"/>
		STPM/HSC/Certificate/Diploma	<input type="checkbox"/>
		Degree/Professional Qualification	<input type="checkbox"/>
		Post Graduate (Masters/PhD)	<input type="checkbox"/>
6	Years of working experience:	2 years or less	<input type="checkbox"/>
		3 – 6 years	<input type="checkbox"/>
		7 – 10 years	<input type="checkbox"/>
		Above 10 years	<input type="checkbox"/>
7	Number of organisation worked in last 10 years (exclude part time):	1	<input type="checkbox"/>
		1-3	<input type="checkbox"/>
		4-6	<input type="checkbox"/>
		7 and above	<input type="checkbox"/>

8	Length of service in current organization	2 years or less 3 – 6 years 7 – 10 years Above 10 years	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
9	Number of job change in current organization :	None 1 -3 4 or more	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
10	Current job status in organization	Senior manager and above Managerial Executive	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>