

Job Searching - Personal Qualities

Step One

Make a list of three or four people you consider to be successful, in your field or another.

List some personal qualities they exemplify, e.g. honesty, hard working, etc.

Circle the qualities which you feel you also have. Put boxes around ones you could strengthen in yourself.

Step Two

Consider the challenges that arise in your chosen industry or field, ideas that are shaping its future. List some qualities that are necessary to successfully meet those challenges.

Step Three

Select the personal qualities listed below that apply to you. I consider myself to be:

<input type="checkbox"/> Adaptable	<input type="checkbox"/> Willing	<input type="checkbox"/> Thorough	<input type="checkbox"/> Precise	<input type="checkbox"/> Insightful
<input type="checkbox"/> Assertive	<input type="checkbox"/> Sensitive	<input type="checkbox"/> Productive	<input type="checkbox"/> Versatile	<input type="checkbox"/> Perceptive
<input type="checkbox"/> Imaginative	<input type="checkbox"/> Efficient	<input type="checkbox"/> Caring	<input type="checkbox"/> Honest	<input type="checkbox"/> Hardworking
<input type="checkbox"/> Courageous	<input type="checkbox"/> Dedicated	<input type="checkbox"/> Forthright	<input type="checkbox"/> Tenacious	<input type="checkbox"/> Responsible
<input type="checkbox"/> Persistent	<input type="checkbox"/> Trustworthy	<input type="checkbox"/> Helpful	<input type="checkbox"/> Intuitive	<input type="checkbox"/> Strong
<input type="checkbox"/> Analytic	<input type="checkbox"/> Organized	<input type="checkbox"/> Incisive	<input type="checkbox"/> Warm	<input type="checkbox"/> Friendly
<input type="checkbox"/> Diligent	<input type="checkbox"/> Intelligent	<input type="checkbox"/> Communicative	<input type="checkbox"/> Determined	<input type="checkbox"/> Committed
<input type="checkbox"/> Intellectual	<input type="checkbox"/> Persuasive	<input type="checkbox"/> Flexible	<input type="checkbox"/> Humorous	

