

Self-Assessment

Step 1. Understand your Personal Traits. P. 4-7

The personal traits that describe me are:

The ten personal traits that most accurately describe me are:

Step 2. Identify your Personal Values. P. 7-8

Working conditions that are important to me include:

The values that go along with my working conditions are:

Some additional values I've decided to include are:

Step 3. Calculate your Economic Needs: p. 8-11

My estimated minimum annual salary requirement is:
(attach your budget—see p.11)

Starting salaries for the positions I'm considering are:

Step 4. Explore your Longer-Term Goals. P. 11-12

My thoughts on longer-term goals right now are:

Step 5. Enumerate Your Skill Base: p.12-15

The general skills I possess are:

The specific skills I possess are:

General and specific skills that I want to promote to employers are:

Step 6. Recognize Your Preferred Skills. p. 15-17

Some skills that I would like to use on the job include:

Step 7. Assess Skills Needing Further Development. (see p. 6)

Some skills that I'll need to acquire for the jobs I'm considering include:

I believe I can build these skills by: