Thomas
Solving your people puzzles

CAREER GUIDE

04/11/2002
Private &
Confidential

Mr Joe Bloggs

ABOUT YOU

You are a friendly person who communicates well with others. Being non-aggressive you probably dislike antagonistic situations or face-to-face arguments and if you see difficulties or conflict arising you are likely to use your friendliness and persuasion to try to defuse the situation.

Maintaining standards and achieving a quality result are important to you. You can take in facts and detailed information and also relay your findings to others in an enthusiastic manner. You can concentrate on detailed work and although, in the main, you enjoy tasks that require attention to detail, you can become bored if they become too routine. If this were to occur the job could lose its challenge.

You are likely to promote yourself well and create favourable impressions thus generating both trust and positive feelings in those around you. You dislike trouble and conflict so under normal circumstances you will try to steer clear of such situations.

Variety, in terms of both people and tasks are important to you and you are usually keen to please others.

YOU IN THE WORKPLACE

Ultimately, as your career develops and you gain experience in the workplace you will be recognised for your competence and expertise. As you progress in the job you are likely to set yourself high standards and will in most instances expect others to do likewise.

You enjoy variety in terms of both people and tasks and are usually keen to please others. Being a perfectionist you can deal with work of a specific nature and tasks that require attention to detail. Your style of communication allows you to convey facts, figures and detailed information to others in an enthusiastic manner giving them a clear understanding of the topic and what is required.

Your responses suggest that although you can be highly detailed and systematic in your approach to a situation, you can become bored with rigid, routine tasks. Therefore, it is important that the career you choose gives you variety rather than allowing you to get bogged down with boring routine duties. If you tire of a job or it loses its challenge you could may find it difficult to complete.

Given these factors, the ideal working environment for you to aim at would be one where your objectives are clearly defined and the timescales set are realistic and achievable. Equally, you should be given time to carefully

examine facts and information before being pressured into taking action or making a decision. Being a person who associates well with different people, the workplace should provide an opportunity to interact with others on a regular basis and thus generate both trust and positive feelings in those around you.

KEY CAREER CRITERIA

When identifying your future career you should consider and utilise your particular skills. Thus key factors to consider are areas where you can influence others by relaying facts, figures and detailed information in an enthusiastic manner.

The following tasks and responsibilities are likely to be appropriate to your behavioural characteristics.

- Presenting to others in your specific area of competence and expertise.
- Taking in detailed information and communicating it to others.
- Communicating and relating to a variety of people.
- Ensuring quality and standards are maintained.

Ideally the job would not have excessive routine administrative duties or involve you in day-to-day confrontational issues.

YOUR WORK STRENGTHS

Once you have decided upon your career path and any matching educational opportunities, you can move towards realising your full potential and test and develop your work strengths.

The contribution you are likely to bring to an organisation is your capacity to win people over to your point of view. You will do this by using your friendly, enthusiastic approach, coupled with an ability to take detailed information and communicate it to others. You are at ease with people so interacting with others and being involved with different situations will be important to you. Being naturally energetic and mobile you will seek out new and novel projects that interest you rather than being involved with routine, repetitive administrative work which may bore you.

JOB POSSIBILITIES

The following jobs have been selected as best suited to your characteristics and the occupation level requested. The list may not be fully exhaustive and is selected for a range of Generic Job areas. Remember this assessment does not take account of any special skills, work experience or training you might have had to date. Note that the number of jobs can vary considerably, depending upon the assessment.

SELF EMPLOYMENT AND AGENCY WORK

CONSULTANCY: Management Consultant

OTHER: Entertainment and Leisure Work, Law and Related Work

ADMINISTRATION, BUSINESS, CLERICAL & MANAGEMENT

CIVIL SERVICE: Administrative Officer, Immigration Officer

INFORMATION TECHNOLOGY: Multimedia Specialist, Systems Analyst, Website Designer

MANAGEMENT SERVICES: Management Services Director

PRINT ART AND DESIGN

ART AND DESIGN: Illustrator/Artist, Interior Designer

TEACHING AND CULTURAL ACTIVITIES

JOURNALISM AND TECHNICAL WRITING: Journalist, Technical Author

PUBLISHING: Editor

LANGUAGES: Interpreter, Teacher of English as a Foreign or Second Language, Translator

ENTERTAINMENT AND LEISURE

BROADCASTING/FILM/THEATRE: Announcer (TV & Radio), Presenter (TV & Radio)

LAW AND RELATED WORK

LAW AND RELATED WORK: Barrister/Advocate, Solicitor

FINANCE AND RELATED WORK

STOCK EXCHANGE WORK AND INVESTMENT ANALYSIS: Investment Analyst, Market Analyst

BUYING, SELLING AND RELATED SERVICES

ADVERTISING: Creative/Copywriter

SCIENCES, MATHEMATICS AND RELATED WORK

SCIENCES: Food Technologist

FORENSIC SCIENCE: Occupational Psychologist, Psychologist

CONSTRUCTION AND LAND SERVICES

LANDSCAPE ARCHITECTURE: Landscape Architect

TOWN PLANNING: Town Planner

ANIMALS, PLANTS AND THE ENVIRONMENT

VETERINARY WORK: Veterinary Surgeon

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CANDIDATE FEEDBACK

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DESCRIPTIVE WORDS

Communicative, friendly, influential, persuasive, verbal, logical, accurate, systematic, compliant, careful, precise, perfectionist, hesitant, accommodating, non-demanding, active, mobile, alert and restless.

GENERAL CHARACTERISTICS

- A good communicator both verbally and in writing.
- Can do detailed work.
- Promotes himself well and creates favourable impressions.
- Ensures quality and standards are maintained.
- Absorbs and imparts information to others.
- Avoids confrontational issues.
- Adheres to rules and procedures.
- Can influence and persuade others, especially when he is sure of his facts.

Motivators

Mr Joe Bloggs is motivated by popularity, democratic relationships and favourable working conditions. At the same time he needs standard operating procedures with reassurance and personal attention.

Should Mr Joe Bloggs have a boss, then ideally that person will be a participative but democratic leader who recognises that he is likely to need supportive data to enable him to familiarise himself with the requirements of the job.

Values Mr Joe Bloggs brings to the Organisation

Mr Joe Bloggs's greatest contribution to an organisation will be his enthusiastic and persuasive characteristics that will assist in winning over clients and colleagues alike. His bent towards a logic and systematic approach, coupled with his outgoing nature, makes him a natural communicator. His energetic and mobile nature will

ensure that he continually attempts new and novel projects which his colleagues will be willing to follow.

GRAPHS & SCORES

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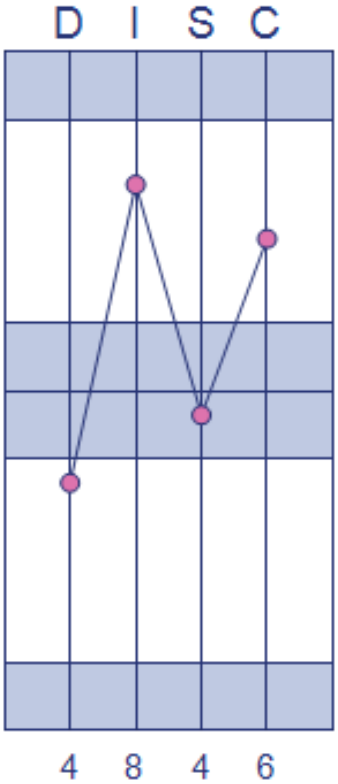
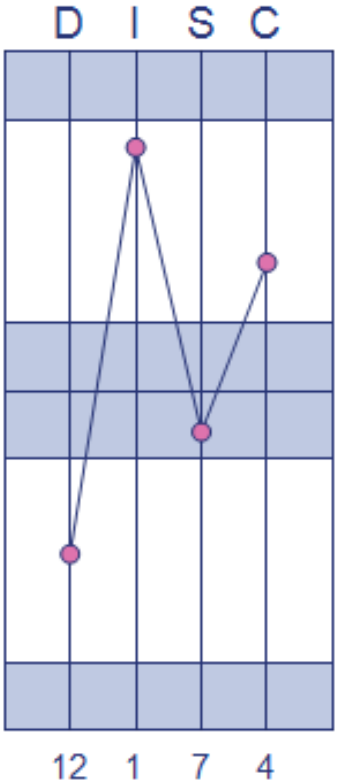
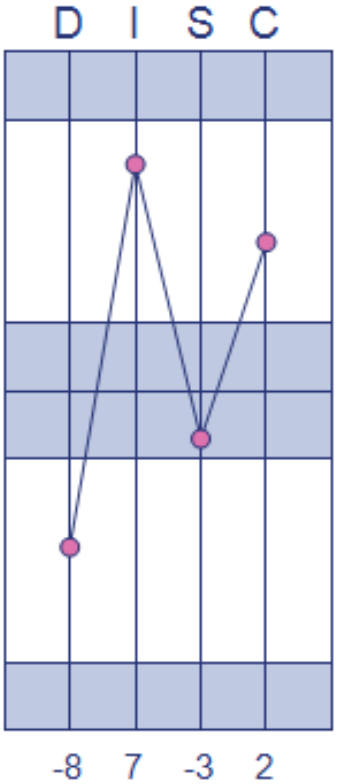
I
Work Mask



II
Behaviour Under Pressure



III
Self Image



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