



# Sally Sample

# **Sample Customer**

#### 01/11/2002

This report contains information which is confidential to Sally Sample and should be disclosed to others only with Sally Sample's The report information permission. remains the property of Sally Sample. The report does not try to tell Sally Sample what she should do, but instead tries to encourage her to think about what she might enjoy doing. It attempts to highlight Sally Sample's main areas of interest and her strengths and weaknesses. It suggests how these may affect her career and training choice's and tries to encourage her to think about her interests in relation to work. This report can be used to facilitate guidance and development discussions and should be used in conjunction with additional relevant information.

# PERSONAL WORK NEEDS PROFILE CHART

Below is a chart of Sally Sample's personal work needs. Most people will be about medium in their needs and Sally Sample's high and low needs are those which set her apart from others around her. The meaning of the chart is explained in the narrative below the chart.

|                   | Personal Work Needs Profile Chart |   |   |   |   |   |   |   |   |
|-------------------|-----------------------------------|---|---|---|---|---|---|---|---|
| Description       | 1                                 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| Extraversion      |                                   |   |   |   |   |   |   |   |   |
| Stability         |                                   |   |   |   |   |   |   |   |   |
| Openness          |                                   |   |   |   |   |   |   |   |   |
| Agreeableness     |                                   |   |   |   |   |   |   |   |   |
| Conscientiousness |                                   |   |   |   |   |   |   |   |   |
| Financial         |                                   |   |   |   |   |   |   |   |   |
| Optimistic        |                                   |   |   |   |   |   |   |   |   |
| Excitement        |                                   |   |   |   |   |   |   |   |   |

# **PERSONAL QUALITIES**

# **HOW Sally Sample DEALS WITH PEOPLE**

Her responses suggest that she may come across as somewhat more quiet and reserved than most people. She may be disinclined to make the first move when getting to know new people and it may take her a little while to establish new relationships. As a result she is not likely to enjoy a job that involves constantly meeting new people. In contrast, she is likely to be able to work for extended periods of time without needing the company of others. This does not mean that she does not have the ability to relate easily with people. Rather, she tends to do her best work when she can concentrate without distractions. As such, she probably prefers to work alone rather than work as part of a team. However, when required to work in a group setting, she will not hold back from expressing views. Sometimes this may be done in quite a forceful manner without due concern for others' sensitivities. Because she tends to be most comfortable when working independently she is unlikely to enjoy jobs which involve a lot of teamwork and may be better suited to roles that enable her to work with one or two others she can get to know well.

Having a very trusting and accepting nature, she prefers to take people very much at face value rather than question their motives. Not prone to be cynical or sceptical, she is prepared to accept what others say, without constantly questioning their motives. Inclined to believe that most people are sincere and good-hearted, she will expect others to be reliable and trustworthy. Having a rather philanthropic and charitable attitude, she will try to help friends and colleagues if possible. As she is obliging and considerate towards other people, she will expect those around her to be similarly dependable. Open and straight-forward in her relationships, she is averse to being calculating and manipulative with other people. As a result she may be suited to roles that involve building trusting relationships with colleagues or customers. She may feel uncomfortable in roles that require her to second guess others' motives and "play her cards close to her chest".

She views herself as being a little more assertive than most people and, as such, she should be capable of taking the lead in situations if she has to. While she will generally wish to balance her preference for getting things done with the desire to be sensitive to other people's feelings, there may be times when she feels it is necessary to push for action. She is not likely to be unduly concerned about upsetting other people, and she should be able to take a critical stance if she has to. While she can be direct and to the point when necessary, others are unlikely to see her as being particularly confrontational or pushy. She may wish to think about a career that provides management opportunities, although this is unlikely to be the most important motivator in her choice of job or career.

#### Sally Sample's THINKING STYLE

She characterises herself as someone who is fairly spontaneous and flexible in their approach to work. As a result, she may be inclined to take things as they come, rather than create detailed plans. In fact, sometimes she may even feel that planning ahead takes the fun out of things. On occasion, some of her more self-disciplined colleagues may even view her as being a little impulsive. As a result, she may not enjoy a job where she has to closely follow set rules and procedures and where there is little chance for her to use her own initiative. Not having a particularly strong sense of duty, self-control or perseverance, she may experience some difficulty in seeing particularly boring or repetitive tasks through to the end. Since she may be fairly easily upset, there is a chance that she might experience some

difficulty staying focused on one thing, particularly when she is distracted. When she gets involved in things that require close attention to fine detail she may be prone to make careless mistakes.

Being as pragmatic and down-to-earth in her approach to problems as most people, yet having a strong interest in the Arts, She is likely to try to achieve a balance between attending to real world matters and taking theoretical considerations into account. As interested in intellectual pursuits as most, she is unlikely to reject abstract, theoretical ideas out of hand. While recognising the value of analytical approaches to problems, she may wish to retain some focus on day to day realities.

She describes herself as someone who is disinclined to takes unnecessary risks and, consequently, others may view her as a steady, cautious person. She may be inclined to avoid taking chances and may prefer working steadily towards an objective rather than taking unnecessary risks in order to achieve results. In general, she may prefer to choose the safer option and will usually seek safety and stability in the things that she does. This may include choices about her career, where she may prefer roles which do not involve constantly making rapid decisions or taking decisive action in a very fast moving environment where much is at stake. Therefore, she may feel more comfortable in positions where decisions are taken in a more measured and controlled way.

### Sally Sample's COPING STYLE

She characterises herself as being somewhat more sensitive and easily upset than most people and at times she may appear to be a little emotional. She may on occasion take offence at the things other people say or do, even if they did not intend to upset her. Somewhat prone to worry, at times she may be inclined to anticipate the potential dangers and pitfalls that may lay ahead. Rather lacking in self-confidence, she may often find herself brooding over past set-backs and failures and she may have difficulty forgetting about them and leaving them behind her. Her concern to avoid failure is likely to motivate her to produce work of a high standard. Being somewhat inclined to self-criticism, she is likely to find herself working most effectively in supportive environments in which she is not placed under extreme pressure. Her capacity to cope with pressure is likely to increase with age and experience.

While not unduly inclined towards pessimism, failures and set-backs may nonetheless undermine her expectations of success. When everything is going well, she is likely to take as optimistic as most in her approach to life. However, when things go wrong, she may be inclined to admit defeat a little more quickly than some. As she may on occasion be inclined to view set-backs as obstacles, rather than as challenges to be overcome, a working environment which offers encouragement and support will bring the best out of her. As a result, she may find roles which require perseverance in the face of set-backs to be somewhat dispiriting.

# Sally Sample's CAREER INTEREST PROFILE CHART

Below is a chart of Sally Sample's career interests. Most people have scores around the middle so it is the high and the low interests which tells us about how Sally Sample differs from the 'average' person.

|                | Career Interest Profile Chart |   |   |        |   |   |   |      |   |  |
|----------------|-------------------------------|---|---|--------|---|---|---|------|---|--|
| Description    | Lov                           | ٧ |   | Medium |   |   |   | High |   |  |
|                | 1                             | 2 | 3 | 4      | 5 | 6 | 7 | 8    | 9 |  |
| Artistic       |                               |   |   |        |   |   |   |      |   |  |
| Practical      |                               |   |   |        |   |   |   |      |   |  |
| Scientific     |                               |   |   |        |   |   |   |      |   |  |
| Administrative |                               |   |   |        |   |   |   |      |   |  |
| Nurturing      |                               |   |   |        |   |   |   |      |   |  |
| Logical        |                               |   |   |        |   |   |   |      |   |  |
| Persuasive     |                               |   |   |        |   |   |   |      |   |  |
| Managerial     |                               |   |   |        |   |   |   |      |   |  |

Artistic Activities involving creative/artistic skills

Practical Activities involving engineering, machine tools, the use of machinery

Scientific Activities involving the understanding of natural and physical sciences

Administrative Activities involving administration and well established procedures

Nurturing Activities centred on helping and caring for others

Logical Activities involving problem solving and analytical skills

Persuasive Activities involving persuasive skills and interaction with customers

# PRIMARY OCCUPATIONAL INTERESTS

The following is based on Sally Sample's top two occupational interests.

#### ARTISTIC/CREATIVE

#### Activities involving creative/artistic skills

Sally appears to be very interested in creative and artistic activities and will appreciate art and good design, and have a strong sense of artistic taste. She will probably be motivated to use this interest in an occupation, but should bear in mind that ability as well as interest is critical for success in this area of work. Opportunities to train or gain further education in art and design, architecture, computer aided design, etc. are available but gaining employment without qualifications in this highly competitive field may prove difficult. Other less directly related occupations with opportunities to use her potential creative talent may be worth considering, i.e. interior design, make-up artist, work within publicity and marketing departments etc.

#### PRACTICAL/MECHANICAL

Activities involving engineering, machine tools, the use of machinery and other practical occupations.

Being slightly disinterested in practical and mechanical types of work Sally is not likely to enjoy working with her hands. She may show some interest in how things work but she is unlikely to enjoy mending household electrical appliances, bicycles etc. This of course implies that she may not be interested in crafts, trades in the building industry, or engineering. A large number of less directly related occupations have practical elements, i.e. hairdressing. Sally may wish to consider whether her moderate level of interest is more associated with construction/engineering, or whether her fairly low level of interest would apply to other less manual or physically demanding jobs which may require working with her hands. This area may be worth considering as she has expressed some interest in working with her hands otherwise her interest score would possibly have been lower.

#### **FINANCIAL MOTIVATION**

Not placing great value on economic status, and not greatly prizing the trappings of material wealth, she may not see much point in pursuing financial gain for its own sake. Not excessively materialistic, she is unlikely to be overly concerned by the mere accumulation of wealth. she may be more motivated by the intrinsic value of a job than by the financial rewards it offers. As a result, when considering a career she may wish to balance the likely financial rewards with the intrinsic value of her work.

# SUGGESTIONS FOR VOCATIONAL EXPLORATION

Below is a list of careers which are linked to Sally Sample's career interests and ability. If Sally Sample looks at all the jobs listed there should be at least some which she will wish to follow up, and find out more about.

# This list is based on Sally Sample's highest career interest:

#### **High Skill Requirement**

Architect

Commercial Artist/Illustrator

**Graphic Designer** 

Photographer

Teacher (Art)

Art Therapist

Musician

Interior Designer

**Fashion Designer** 

Journalist (some areas)

Author

Literary Editor

Copy Writer

Music Teacher

# **Moderate-High Skill Requirement**

Commercial Artist/Illustrator

**Graphic Designer** 

Photographer

Teacher (Art)

Art Therapist

Musician

Teacher (Music)

Interior Designer

**Fashion Designer** 

Copy Writer

#### **Moderate Skill Requirement**

Commercial Artist/Illustrator

**Graphic Designer** 

Photographer/Photographic Technician

Musician

Interior Designer

Fashion Designer

# **Low-Moderate Skill Requirement**

Commercial Artist/Illustrator

**Graphic Designer** 

Photographer/Photographic

Technician

Musician

Interior Designer

**Fashion Designer** 

# This list is based on a combination of Sally Sample's top two interests:

#### **High Skill Requirement**

Architect

**Commercial Artist** 

Photographer

Industrial Designer

Design Engineer Town Planning Engineer

Set Designer (Theatre/Film)

# **Moderate-High Skill Requirement**

**Commercial Artist** 

Interior Designer

Photographer

Potter/Ceramicist

Set Designer (Theatre/Film)

Architectural Technician

Jeweller

Dressmaker/Tailor

#### **Moderate Skill Requirement**

**Commercial Artist** 

Glassmaker

Potter/ceramicist

Musical Instrument Repairer

Picture Framer/Restorer

Engraver

Interior Decorator

Window Dresser

Stonemason

Commercial Photographer

Jeweller

Beautician

# **Low-Moderate Skill Requirement**

Vehicle Body Repairer Stonemason

Senior Hair Stylist

Window Display Assistant

Jeweller/Engraver

# This list is based on Sally Sample's second highest interest:

### **High Skill Requirement**

Civil Engineer Mechanical Engineer (Graduate) Metallurgist\Material Scientist Production (Chartered) Engineer Geologist Mining Engineer

#### **Moderate-High Skill Requirement**

Engineering Technician Aircraft Engineer Geological Technician Civil Engineering Technician Leather Technologist Textile Technician

#### **Moderate Skill Requirement**

Carpenter Plumber Auto Mechanic/Motorcycle Mechanic Baker Heating and Ventilation Engineer **Engineering Craft Machinist** Printer Tailor/Dressmaker Leather Technologist **Textile Technician** 

#### **Low-Moderate Skill Requirement**

Building Trades (e.g. Bricklayer, Plasterer etc.) Baker Vehicle Body Builder/Repairer **Engineering Machine Operator** Painter Leather/Textile Craft Worker Wood Machinist Assembler/Packer (Light Industry) Sheet Metal Worker/Welder Production Line Worker