

OCCUPATIONAL ANALYSIS QUESTIONNAIRE

OCCUPATIONAL PLANNING

Evaluation of where you are today
to take practical steps to reach
your goals for tomorrow



Client's Name: **Esther Sirait**

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Work Phone: **085779008089**

Age: **29**

Gender: **Female**

Marital Status: **Single (never married)**

Address: **Sari Bumi Indah, Jl. Nusa Indah 3 Blok D23/26**

City: **Tangerang**

State/Province/Region: **Banten**

Country: **ID**

Postal Code: **15810**

Educational Level: **Bachelors degree**

Occupational Title: **School Counselor**

Occupational Type: **Education**

CAREER ANALYSIS QUESTIONNAIRE

1. List in chronological order all schools/university attended, beginning with high school

Name of School:	City & Region:	Attended From:	Attended To:
SMAN 8 Tangerang	Tangerang	2011-07-18	2014-06-30
Graduation Date:	Degree Earned (ex. High School Diploma or B.S. Psychology):		
2018-06-02	Bachelor of Psychology		
List your grades:	<input type="text"/>		

2. What is your basic reason/motivation for doing the CareerDIRECT GE[®] assessment?

To gain deeper insight into my career strengths and areas of professional growth so I can continue to develop my role.

3. Are you: Currently working full time Entering the workforce
 Re-entering the workforce
 Re-entering the workforce after time away, how long:
 I plan to study, then enter the workforce Other

4. What is your current or most recent occupational field? (ex. banking, non-profit, education, mechanic, etc.)

Education

5. What are (were) your job responsibilities?

Provide counseling services to students, address behavioral and emotional concerns, facilitate conflict resolution, support students' social-emotional development, coordinate with teachers and parents, and implement school-wide guidance programs.

6. How did you get this job?

Applied through the school's recruitment process and was selected after interviews.

7. Why did you choose this occupation?

I am passionate about supporting students' emotional well-being, personal growth, and academic success. I enjoy working in a primary school because I like interacting with children and making a positive impact on their lives.

8. Please indicate on the following scale the level of your satisfaction at your current job.

Absolutely Unsatisfied Absolutely Satisfied

1 2 3 4 5 6 7 8 9 10

9. What do (did) you like best about your job?

Supporting students in overcoming challenges, seeing their growth over time, and building meaningful relationships with them

10. What do (did) you like least about your job?

Administrative tasks that take time

11. How would your employer evaluate your job performance?

Reliable, supporting student's emotional and academic needs, strong collaboration, communication skills, and initiative in developing programs

12. How would your fellow workers evaluate it?

Approachable, empathetic, and supportive

13. Do you have any additional jobs? (Briefly describe)

No

14. Please list jobs or functions you performed in previous occupations at which you excelled.

Individual and group counseling, behavior management and intervention, student assessments, parent communication and consultation, teacher support and collaboration, crisis intervention, and academic support for special needs

15. If you could plan and develop your career over again, what would you do differently? Why?

I would seek additional training in child psychology earlier to deepen my expertise. I would also focus more on learning about children with special needs and parenting approaches, so I could better understand and support not only the students but also their families.

16. What are your plans for the next five to ten years regarding your career?

Over the next five to ten years, I plan to continue growing as a school counselor by deepening my expertise in child and adolescent psychology and expanding my ability to support students' emotional, social, and academic needs. I also hope to gain more training in supporting children with special needs and working closely with parents to strengthen the home-school partnership. To achieve this, I plan to pursue a Master's degree, either an M.A./M.S. in Counseling Psychology with a focus on children and adolescents, or an M.Ed. in School Counseling with a specialization in Special Needs/Inclusive Education, so that I can provide even more effective support to students and families.

17. If you are married, how does your spouse feel about your situation? What is his or her counsel?

I am not married

18. Are you willing and able to relocate for the "right" opportunity?

Yes, I am open to relocating for the right opportunity, especially if it allows me to grow professionally and contribute meaningfully.

19. Which of the following will affect your career decisions? Proximity to family

Access to education/training

Current financial condition

Effect on children

Other (briefly explain):

20. How would you describe your spiritual life?

I am active in church events and make it a habit to listen to my pastor's sermons on YouTube each morning. Though I may not read the Bible daily, I strive to live out my faith through kindness, integrity, and compassion in my daily life.

21. Are there any underlying, non-career issues that are causing you concern at this time?

At this time, my main concerns are related to balancing family responsibilities, managing financial considerations, and handling occasional personal stressors.

22. How would such issues affect a career change or occupation decision?

I consider family, financial, and personal factors carefully, they would not stop me from pursuing a meaningful career. Instead, they guide me to seek stability, growth, and a healthy balance between personal and professional life.

23. How is your overall financial situation (i.e., gaining, just making ends meet, falling behind, or in debt and going under)? How much of your desire for a change in occupation is motivated by a desire to increase your income?

My financial situation is manageable. While it is not perfect, I am able to meet my responsibilities, and my motivation for a career change is more about growth and impact than income alone.

24. What are your strongest talents? (Briefly explain)

My strongest talents are communication, empathy, and patience. I am able to listen attentively, understand others' perspectives, and provide guidance.

25. What are your weak areas? (Briefly explain)

Sometimes I tend to overthink, and it can be difficult for me to make decisions when my emotions are too involved.

26. What would be the criteria for your ideal job situation (i.e., what are the key elements you are looking for in a job)?

Where I can guide and support students in their personal, social, and academic growth. I value a positive and collaborative school environment, and I also look for opportunities to continue learning and developing professionally.

27. What job did you dream about when you were a child?

I dreamed of becoming a doctor.

28. What are your hobbies? What do you prefer doing in your free time?

My hobbies are reading, watching, exercising, and listening to music. In my free time, I enjoy spending time with family and close friends.

29. What have you done or are you doing to prepare for a future occupation or career?

I studied psychology and gained experience with students of different ages. I also attend trainings and workshops to strengthen my skills.

30. Would you need additional schooling/training to prepare you for your ideal situation?

Yes

31. To meet your ideal career situation would you be willing to continue your education whether traditionally (college/tech school) or informally (certificate, etc.)?

Yes, I am willing to continue my education through formal study, certifications, or workshops.

32. Who are the primary persons with whom you discuss job, career, and schooling issues?

I usually discuss these matters with my mentors, colleagues, and parents.