

DETAILED REPORT

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THE PURPOSE OF THIS INSTRUMENT IS SELF-DISCOVERY. IT IS DESIGNED TO HELP PEOPLE IDENTIFY THEIR NATURAL PERSONALITY STRENGTHS, AND THEIR POTENTIAL VOCATIONAL INTERESTS, SKILLS, AND VALUES. THE CAREER DIRECT SURVEY SHOULD NOT BE USED TO IDENTIFY, DIAGNOSE, OR TREAT PSYCHOLOGICAL, MENTAL HEALTH, AND/OR MEDICAL PROBLEMS. THE USER ASSUMES SOLE RESPONSIBILITY FOR ANY ACTIONS OR DECISIONS THAT ARE MADE AS A RESULT OF USING THIS AID TO SELF-DISCOVERY. BY USING THE CAREER DIRECT ONLINE ASSESSMENT, YOU EXPRESSLY WAIVE AND RELINQUISH ANY AND ALL CLAIMS OF ANY NATURE AGAINST CROWN FINANCIAL MINISTRIES, ANY AFFILIATED COMPANIES OR SCHOOLS, AND/OR THEIR EMPLOYEES AND/OR THEIR CONSULTANTS ARISING OUT OF OR IN CONNECTION WITH THE USE OF THIS ASSESSMENT.

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Using this report for Career Planning



Noel, the underlying principle for using this report is that people who match their work with their personalities, interests, skills and values generally enjoy and succeed in their work. Thus, your feedback in the four areas shown below will provide valuable information for your career planning. All of these areas should be considered before making your career decisions.

Your results will not spell out one specific occupation for you. Rather, you will be given key information that will help you understand your unique makeup and the type of work that would be a good match for you. The general approach is much better, because usually there will be several similar occupations that match a person's interests and talents. By using the Career Direct® Next Steps segment of the guidance system, you will be able to refine your options into a good choice for a career field. This includes the Next Steps section (Section 5), in particular Job Detail Links (O*Net) and the Action Plan, and Section 6 (Resources). Choose those that are appropriate for you. The process of using your talents and interests to make career decisions that also align with your personality and values will serve you well both now and in your future career management.

GETTING THE MOST FROM YOUR REPORT

There is a lot of information in this report, so you will want to read it through several times. It also can be very beneficial to have someone, such as a friend, spouse, or mentor, read through your report with you. Usually someone who knows you well, yet is different from you in personality can be especially helpful in picking up on concepts you might miss. If you decide to enlist a Career Direct Consultant for more specific help with your career planning, this report would be especially helpful in providing insights into your unique career potential. As mentioned earlier, the most important step you can take to gain full benefit from this report is to meet with a Consultant and to work through the **Action Plan** in your **CAREER DIRECT GUIDANCE SYSTEM**.

Career Direct® Complete Guidance System Report

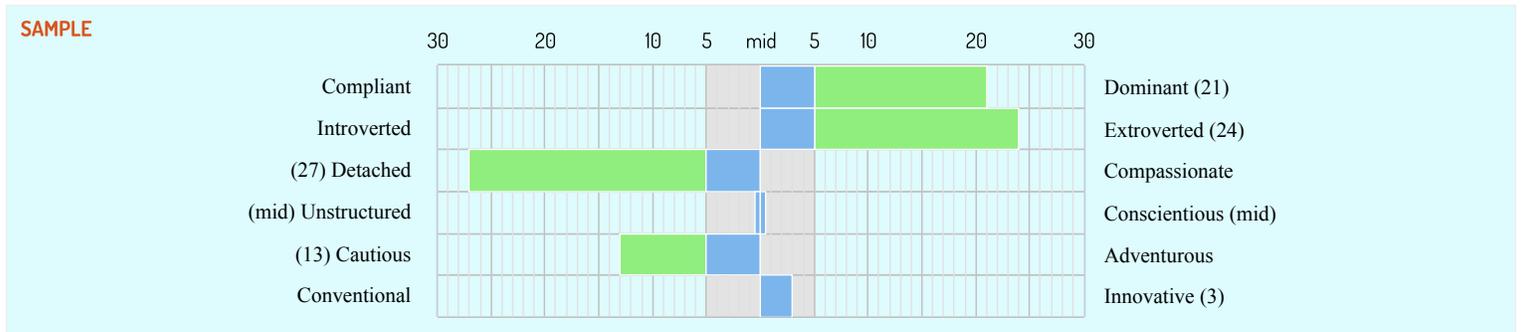
ORGANIZATION OF THE REPORT

The report is organized into four major areas: Personality, General Interests, Skills, and Values. Each of these areas provides key insights into your unique makeup. Definitions of all groups in the report may be found in the Job Sampler that is contained in your CAREER DIRECT GUIDANCE SYSTEM.

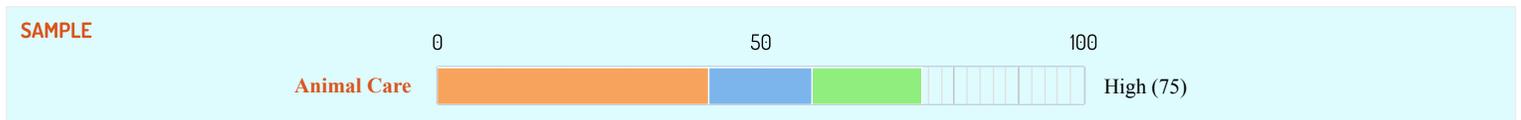
1. **Personality.** The report begins with the personality section, in which you will find an analysis of six personality factors in your Personality Highlights, your Typical Strengths and Non-Strengths, and your Career Environment based on your unique personality profile.
2. **General Interests.** In this section you will see a ranking of your interests in 21 General Interests Career Groups and descriptions of your highest career groups. These broad career groupings are derived from the Vocational Interests section of the Assessment. Your scores reflect your level of interest in each of the 21 Career Groups. There also is a chart that lists the components that make up your top eight interests: the Activities, Occupations, and Subject Groups.
3. **Skills and Abilities.** Here you will see a ranking of your skills in 14 areas and descriptions of your strongest skills and abilities.
4. **Values.** This section has three parts: Work Environment, Work Expectations, and Life Values. Your top four priorities in each area will be highlighted.

Understanding The Scales And Scores

The scales for all of the sections are based on standardized scores that were derived from the responses of a large population of people who are successfully employed in various occupations. The scales provide a way for you to visually compare your scores to the scores of other typical workers. The scales also make it easy to spot trends. A sample of the scales used are shown below.



On the example split bar graph above, different ranges of personality are displayed. The range of standard scores on the graph is from +30 (left) to 0 (mid) to +30 (right) (60 point range) and the average score is 0 (mid range). For each factor, roughly one third of the population will score to the right (+6 to +30), one third will score mid-range (+5 left to 0 to +5 right), and one third to the left (+6 to +30). Below is an example of the scales and scores that is used for both the Interests and Skills and Abilities sections.



The sample graph above shows low interest (left), moderate interest (mid-range), and high interest (right) ranges. (This specific example shows a high interest in the Activity Interest of Animal Care). These scores do not indicate achievement or "good" or "bad" scores. They represent your relative standing, based on your responses, with other persons in the adult or youth categories.

Concept of Personality

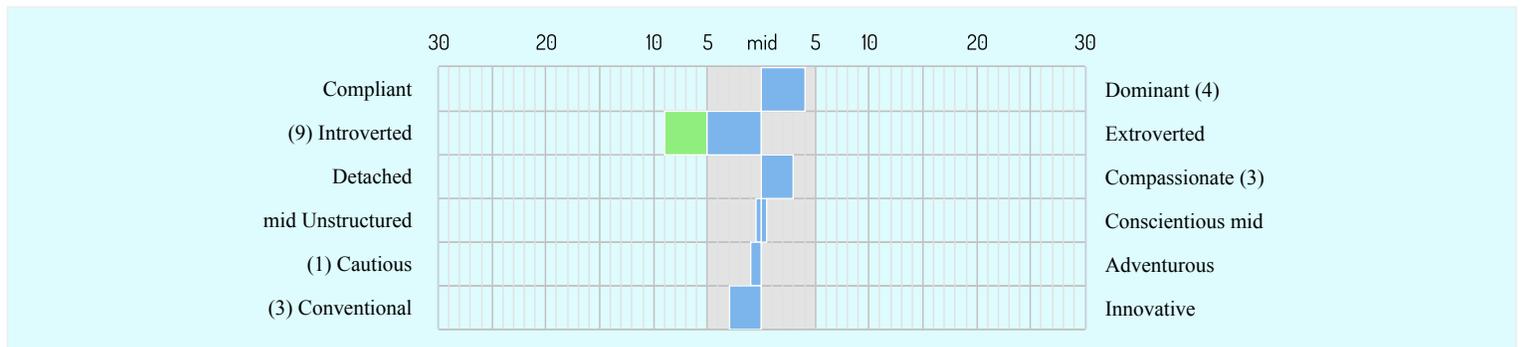
Noel, in this section, the term personality describes the way a person is naturally motivated to act. For example, some people are naturally motivated to be very organized and precise, and some are more spontaneous and casual. Likewise, some are risk takers, and some are naturally cautious.

Experience and observation confirm that there is no best personality style. All styles are valid. All are needed in society and in the workplace. All have strengths and non-strengths.

It is very important to consider your personality style when making career decisions. The goal is to identify occupations that are a good match for your natural tendencies, as well as your interests, skills and values. Just as coaches need athletes of varying size and speed to play different positions, employers need a variety of personality styles to build successful teams.

1.1 Six Factors of Personality

This survey covers six major factors of your unique personality:



Again when it comes to personality, it is not better to be one or the other (e.g. Extroverted or Introverted). One must use the strengths associated with your unique personality.

These factors were derived through extensive research, and they are consistent with other established measurements of normal personality traits.

Each factor is associated with a range of behaviors. For example, those who score in the extroverted direction will naturally have a totally different response toward meeting strangers than those who score in the introverted direction. Those who fall in the mid-range typically exhibit a mix of behaviors. As you read this section, keep in mind that all points on the scale have strengths and non-strengths.

CONFIRMING YOUR PERSONALITY FEEDBACK

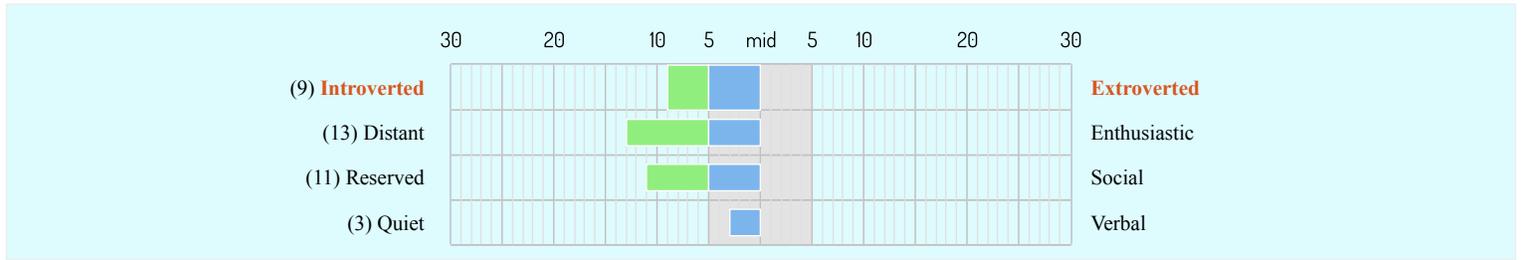
This section of your report, as well as the rest of the report, has been developed from the responses you provided and reflects profiles that are typical of people who scored like you. The reports are usually quite accurate, but every insight may not apply to you, so you will need to confirm the information presented. Consider the report based on your knowledge of yourself, and have the other person you ask to assist you to check your feedback also. Concentrate on the portions that accurately describe you.

1.2 YOUR PERSONALITY FACTORS AND SUB-FACTORS

Noel, the next three pages list your six personality factors. They are listed in order from most extreme to least extreme.

1. Introverted

you enjoy solitude over social interaction



Career Implications

Based on your score on the INTROVERTED/EXTROVERTED factor, you will be best suited for task-oriented occupations in which you can stay focused in one area. You likely will realize more satisfaction from working with things, data, or ideas, rather than people.

Look for a work environment that will give you the opportunity to:

- ✓ Work quietly and efficiently
- ✓ Stay focused
- ✓ Work alone or one-on-one
- ✓ Minimize emotions
- ✓ Minimize social expectations
- ✓ Be factual

Your score on the INTROVERTED/EXTROVERTED scale indicates that you tend to be a reserved individual. You may prefer socializing with a few close friends rather than attending an event where you would have to make small talk with strangers. In a group, you probably come across as being quiet and reserved rather than loud and uninhibited. You may see your role in a group setting as being supportive and helpful to the leaders.

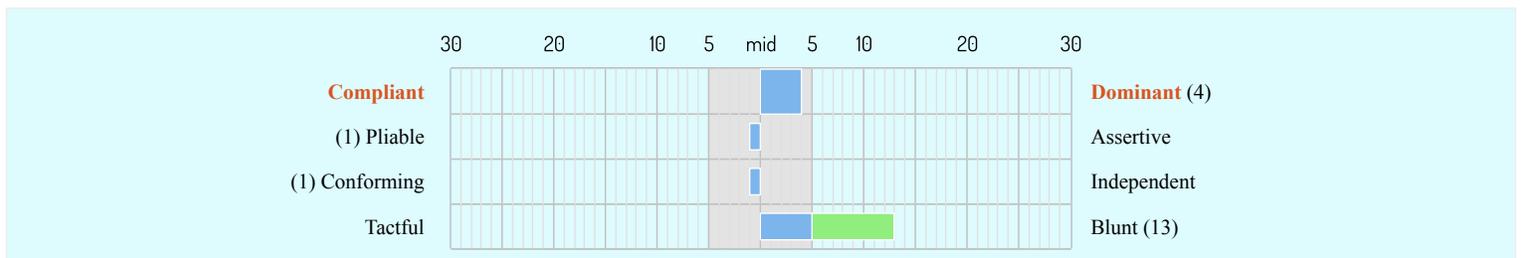
One of your key strengths is your ability to keep a clear focus on the issue at hand. You tend to reserve your efforts for the important tasks rather than waste them trying to go in many directions at once. You may spend much of your energy observing, thinking, and listening so that when you do speak your comments have real substance.

As a careful listener, others value your ability to hear what is being said and respond in a practical way. You tend to take a realistic view of people and events, rather than getting caught up in the hype that often motivates others to make emotional, spontaneous decisions.

Noel, keep in mind that a strength overdone usually becomes a weakness. Your reserved nature can be a tremendous strength because it will enable you to work in a highly focused and efficient manner. On the other hand, most of us are part of a team--at work and at home. The ability to relate and even socialize is crucial to good communications and success in whatever we do. Unless your good ideas are shared, they may not be used. Look for times when it would be beneficial to yourself and to others to be more outgoing; then push yourself to get involved.

2. Compliant / Dominant (Mid-Range)

comfortable as a leader or follower and will adapt to the needs of the situation



Career Implications

Based on your mid-range level of COMPLIANT/DOMINANT, you will want the opportunity to provide guidance in areas that are familiar and in which you have established expertise. Additionally, look for a moderate level of:

- ✓ Freedom to express opinions
- ✓ Independence
- ✓ Decision-making authority
- ✓ Management opportunities
- ✓ Opportunity to influence
- ✓ Input into long-range plans

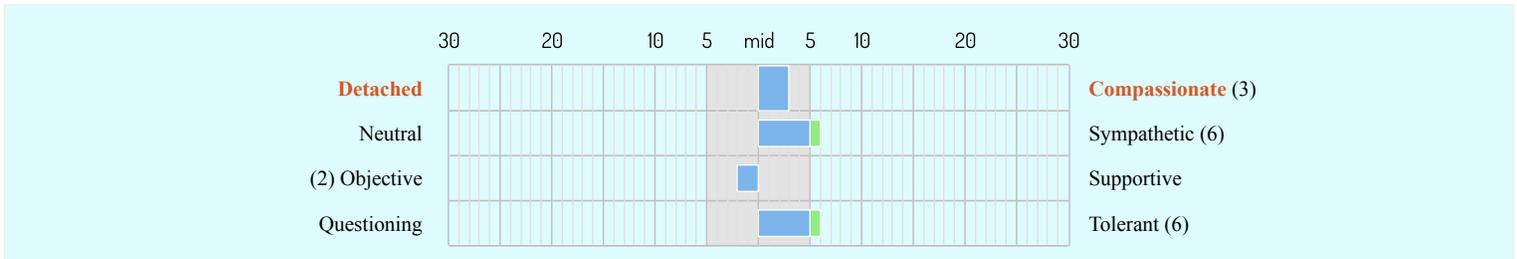
Noel, your score on the COMPLIANT/DOMINANT scale indicates a balance in your drive to lead and to follow. Typically, individuals with scores similar to yours simply read the setting they are in and respond accordingly. If someone steps forward to provide strong, quality leadership for the group, you are content to fall in and serve. However, if no clear leader emerges, you are comfortable moving into the leadership role.

This versatility - the capacity to be both leader and follower at different times - is a key strength. Some people prefer to be under the authority of someone else; others seem to be naturally driven to be in charge. God has blessed you with an attitude and a measure of ability and motivation that will allow you to do well in either situation.

The weakness for you to consider is not correctly assessing the situation, or perhaps transferring the conditions of one situation into another that is quite different. By wisely reading the situation, you will be able to determine your role.

3. Detached / Compassionate (Mid-Range)

agreeable and supportive but capable of being objective about people and situations



Career Implications

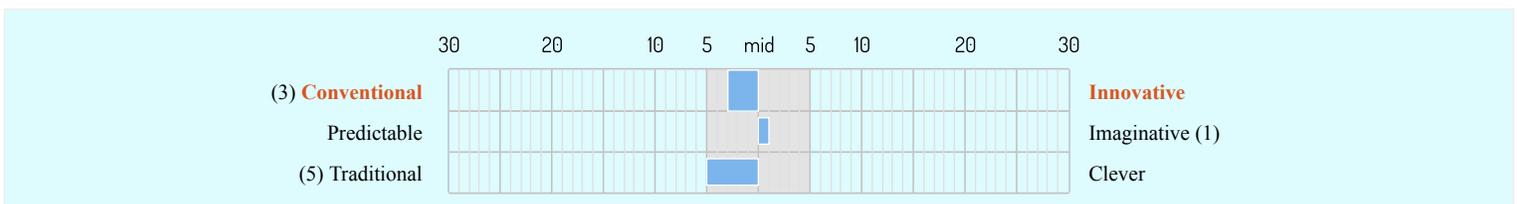
Your mid-range score on the DETACHED/COMPASSIONATE factor indicates a good balance of compassion and toughness in your personality. You should be quite comfortable in most work environments.

However, for the ideal work environment, you'll want to avoid the extremes. For instance, a cold-call selling environment with frequent rejection may be stressful for you. On the other hand, you may become frustrated trying to help people who don't seem to put forth a good effort to help themselves. Balance is the key for you in this area.

Your mid-range score on the DETACHED/COMPASSIONATE scale indicates that you have a sensitivity to people, but you also find it natural to back away and make a more objective assessment when appropriate. This ability to adapt your response to others, depending on the situation, should be an asset in most work settings. Your even-handed approach toward people should engender respect for you as someone who is both fair and tough.

4. Conventional / Innovative (Mid-Range)

willing to initiate new ideas when there is an obvious need but can also take a traditional perspective



Career Implications

With your mid-range score on the CONVENTIONAL/INNOVATIVE factor, you should look for an opportunity to moderately express creativity in your work. This likely will not be the main thrust of your work, but to meet your needs you should have some opportunity to exercise:

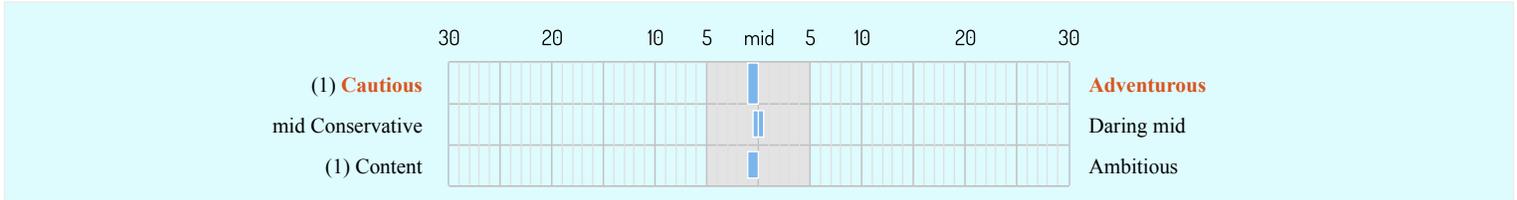
- ✓ Creativity**
- ✓ Mental quickness**
- ✓ Resourcefulness**
- ✓ Problem solving**
- ✓ Originality**
- ✓ Inventiveness**

Your mid-range score on the CONVENTIONAL/INNOVATIVE scale indicates that you desire a moderate amount of creative expression in your life and work. There are times when you initiate changes and new ideas for the sake of improvement. At other times you may find yourself quite content with the status quo. A constant diet of either extreme, however, eventually may lead to stress.

For this reason, you'll want to carefully evaluate and focus on specific areas in which you seem to be the most creative, productive, and effective. Likewise, try to pinpoint the areas of your life in which you are most resistant to change. Knowing these areas in advance will help you to capitalize on your strengths while minimizing your weaknesses. Planning for some variety in your schedule and life's work will also help you to maximize your strengths in this area.

5. Cautious / Adventurous (Mid-Range)

moderate in your drive and spirit of adventure, and not a high risk taker



Career Implications

Your mid-range score on the CAUTIOUS/ADVENTUROUS factor indicates that you have a need for both adventure and security in your work. In your work look for a moderate level of:

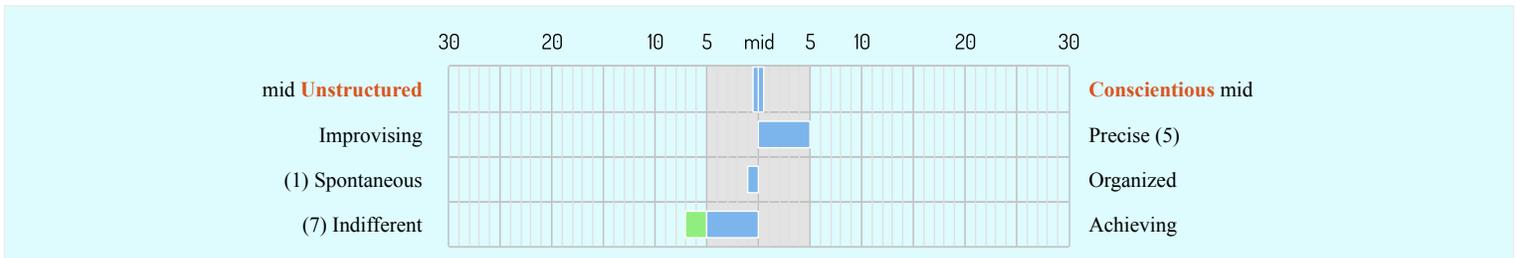
- ✓ Challenge
- ✓ New undertakings
- ✓ Competition
- ✓ Clear results
- ✓ Risk taking
- ✓ The unusual

Your score on the CAUTIOUS/ADVENTUROUS scale reflects a balance between boldness and caution. You do not hesitate to step out into new areas when appropriate, but you probably like to do your homework to know what the risks are. You may find it relatively easy to adapt to changes, but you probably do not live on the cutting edge either.

Likewise, you are motivated to achieve--but not at the expense of all other priorities. You probably do a good job of balancing your ambitions with time, energy, money, and your real-life situation.

6. Unstructured / Conscientious (Mid-Range)

structured in some areas and operate spontaneously in others



Career Implications

Your mid-range score on the UNSTRUCTURED/CONSCIENTIOUS factor indicates that you enjoy some structure, but you also like some spontaneity. You like to be prepared, but you also may be comfortable with an on-the-spot response when necessary. In considering various career fields, look for occupations that offer a balance and can be described as:

- ✓ structured but not too rigid
- ✓ consistent but with some variety
- ✓ predictable but with some opportunities to be spontaneous
- ✓ detailed but with an opportunity to work broader issues

Your mid-range score on the UNSTRUCTURED/CONSCIENTIOUS scale indicates that you have the capacity to be both precise and carefree. As you examine your lifestyle and work habits you likely will discover some areas where you are very organized, thorough, and accurate. You may even rigidly defend some of your methods and ideas and find compromise distasteful.

In other areas, however, you may be carefree, loose, and even non attentive to detail. You may discover yourself resisting structure, rules, and established procedures in order to launch out in a new direction.

Because of your balance in this dimension, variety may best describe the level of conscientiousness in your life. Your surges of spontaneity and curiosity may be offset by caution and tentativeness. The reason is simple: In your view, some spheres of activity warrant more attention and care than others.

Your flexibility, combined with a persistent commitment to excellence, can produce remarkable results, especially when you write out your goals and develop a well-thought-out plan to make them happen.

1.3 Typical Strengths

Noel, shown below are strengths that are typical of people who score like you. Look for occupations that will allow you to highlight these strong points. The more you are able to use these strengths at work, the more likely your success and satisfaction. As mentioned earlier, you will need to check with someone who knows you well to confirm whether all items apply to you.

- Straightforward and direct; bold in adversity.
- Relies on logic more than emotions and enthusiasm.
- Comfortable operating alone rather than depending on group support.
- Compassionate and sympathetic toward others.
- Agreeable and gets along well with others.
- Flexible; willing to adjust for the situation.

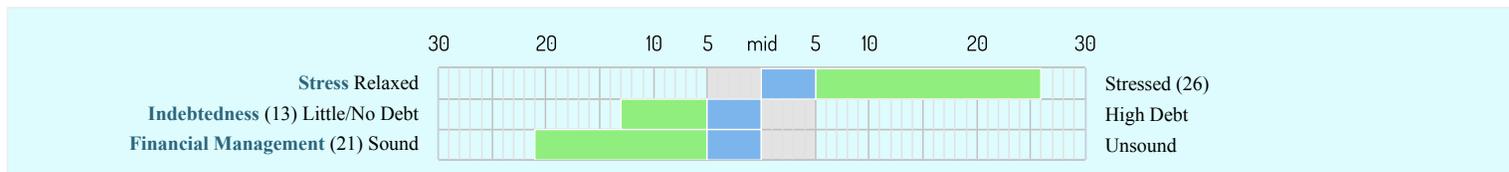
1.4 Typical Non-Strengths

Shown below are non-strengths that are typical of people who score like you. Improvement in these areas will enhance your performance. On the other hand, try to minimize your exposure in areas that are not your strong points. As mentioned earlier, you will need to check with someone who knows you well to confirm whether all items apply to you.

- Forgets that not everyone is comfortable with direct communications.
- Can come across as being too serious and unenthusiastic.
- Uncomfortable in group social activities; can appear unfriendly.
- Can be too trusting, allowing others to take advantage of the situation.
- Can be stressed by conflict and does not like confrontation.
- Can lack commitment toward goals.

1.5 Critical Life Issues

This section provides insights that will be helpful in choosing a career whose environment matches your personality strengths.



Stress

Your score on the STRESS scale indicates that you are presently experiencing some tension and stress in your life. Typical emotions you might be feeling vary from a simple feeling of uneasiness or discouragement over some temporary setback, such as unemployment, to a serious bout of depression.

Keep in mind that this instrument only provides a general indication of stress and is not suitable for diagnosing or prescribing treatment of psychological problems.

We encourage you to discuss your results with a family friend or a close confidant who could help you determine the depth of the issues and whether you need professional assistance to deal with them. If there is any doubt, we recommend you contact a professional who can provide you with a more thorough assessment and counseling and can assist you in dealing with these emotions.

Indebtedness

Your scores indicate that indebtedness is not a problem for you. Congratulations on being able to live within your income.

Financial Management

You seem to be living by a sound financial plan. You probably control spending through a budget and you also have a regular savings program, as well as an investment plan to cover future contingencies.

Five Major General Interests Areas

Noel, discovering your general interests is a critical step in the career planning process for one simple reason; people tend to excel when they are interested in the work they do! What may appear as a tedious task to one person may be easy and enjoyable to another who is naturally motivated toward that type of work. In general, work that interests you will be fun even when it involves tasks that, under other circumstances, would be difficult or boring.

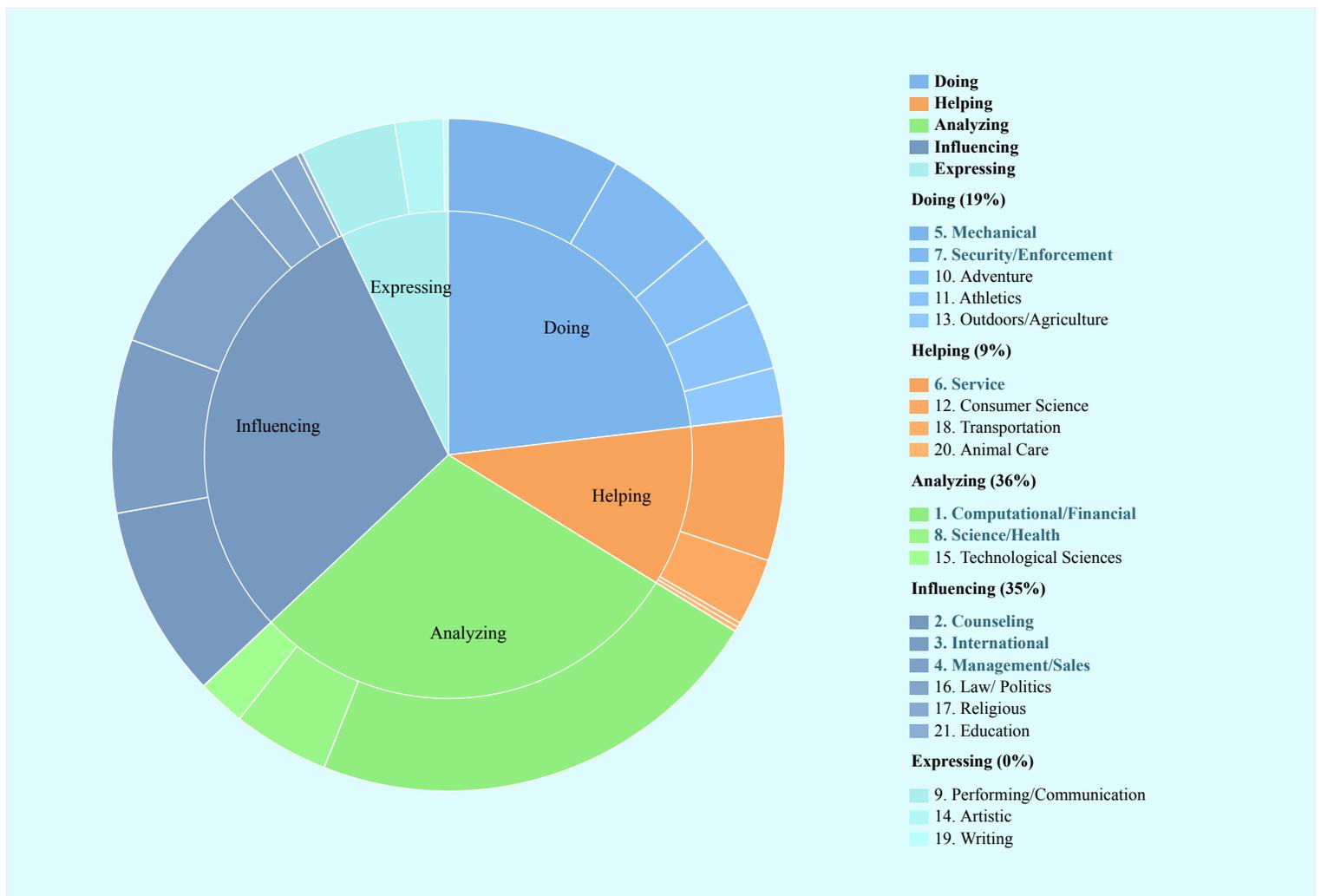
Because of the very nature of your interests, your leisure pursuits may have influenced your General Interest scores. This means you will have to use some discretion when interpreting your General Interest section of the report.

For instance, if you enjoy physical fitness and sports, "Athletics" may surface as a high general interest group. However, since so few individuals become professional athletes, recognize the high score for what it likely is -- something you will do for fun and leisure but not for a career.

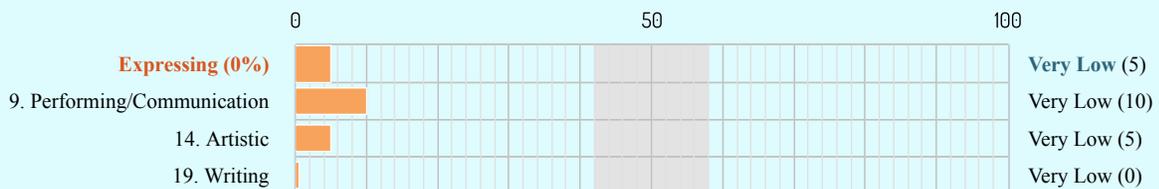
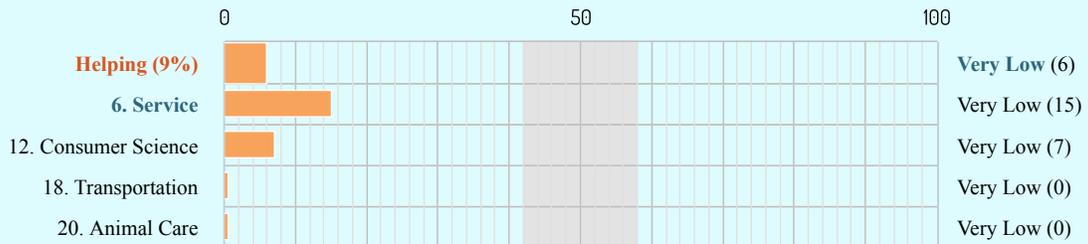
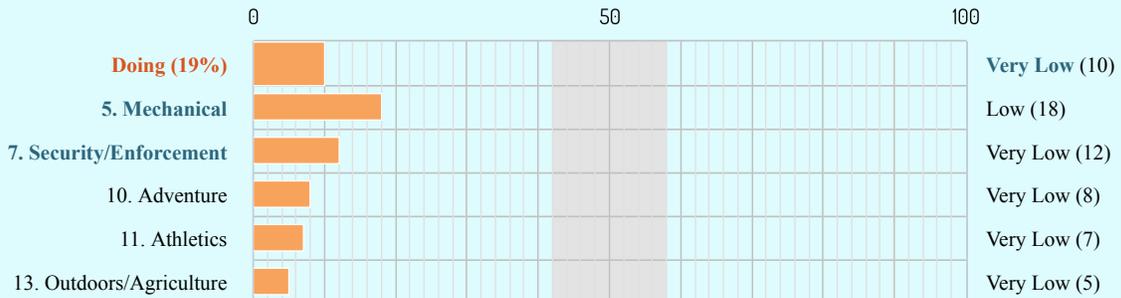
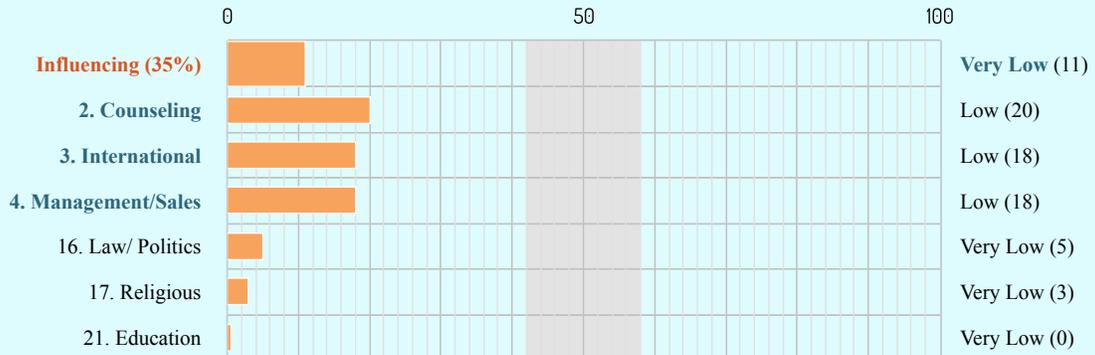
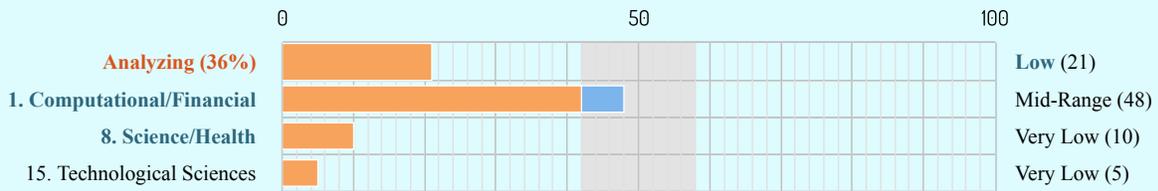
On the other hand, Noel, the more you can relate your work to areas that excite you, the more likely you are to be successful. One person who loved shooting a bow and arrow became the top sales person for a leading archery company by pursuing strong interests in archery and the outdoors. Likewise, many people develop successful businesses from their hobbies. Keep in mind, the more you enjoy what you are doing, the more likely you will be satisfied with your work, and the lower your work stress will be.

There are a number of ways to categorize career interest. This report uses 21 Career Interest Groups arrayed within five major Career Interest Areas. Some or all of those five major Career Interest Areas are displayed in the circle graph below, denoting how your Top 8 Career Interest Groups fall within them. If you have fewer than five major Career Interest Areas below, it means that none of your top 8 Career Interest Groups fall within the area that is missing. More details on the breakdown within all five major areas can be found on the following pages.

Major Interest Areas and Career Groups



Five Major General Interests Areas

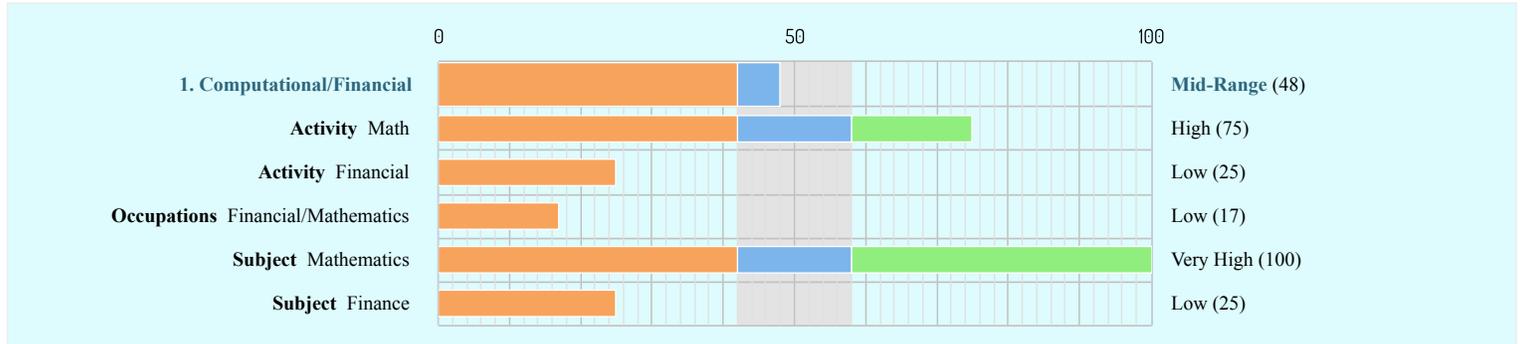


2.1 Top Eight Career Groups

Three components, Activities, Occupations, and Educational Subjects, determine your General Interest career group scores. These interests may be either work or leisure related, or they may be leisure or hobby avocations that you use as the basis for a career. Since the General Interests career groups are made up of several parts, you may find that one Activity group may be very important to you, but other components of the group may not be important to you. Consequently, your top interest may not be high on the list of General Interests. For example, you may enjoy math but not care for finance, so your score on the General Interest career group, Computational/Financial, is not high.

The following gives you detailed feedback on the makeup of your career group scores. For each interest category, your scores in the Activities, Occupations, and Subjects components are given.

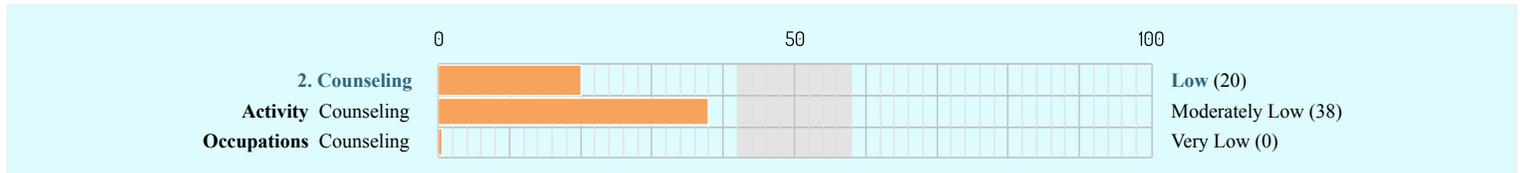
Note: All groups have Activities, but not all contain both Occupations and Subjects groups



This career group focuses on solving complex problems by using mathematical or financial formulas and concepts. Activities often associated with this group include preparing tax returns for clients, analyzing mathematical formulas, or using statistics to predict future outcomes. People who enjoy work in this career field are usually detail-oriented, analytical, precise, and accurate. The following are typical occupations:

- ✓ Computer systems analyst
- ✓ Banker/ Loan officer
- ✓ Actuary
- ✓ Economist
- ✓ Statistician
- ✓ Financial advisor
- ✓ Accountant
- ✓ Database Administrator
- ✓ Comptroller

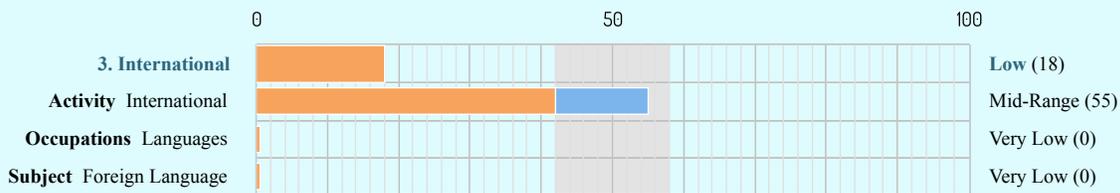
Education and training may vary but could include accounting, finance, statistics, mathematics, computer science, or economics.



Work in this group relates to influencing others for the purpose of self-improvement and problem-solving. Typical activities include counseling, testing, listening, and advising others. Occupations include the following:

- ✓ School/ college counselor
- ✓ Social worker
- ✓ Minister/Priest/Rabbi
- ✓ Marriage/family therapist
- ✓ Rehabilitation counselor
- ✓ Employment counselor
- ✓ Psychologist
- ✓ Psychiatrist
- ✓ Pastoral counselor

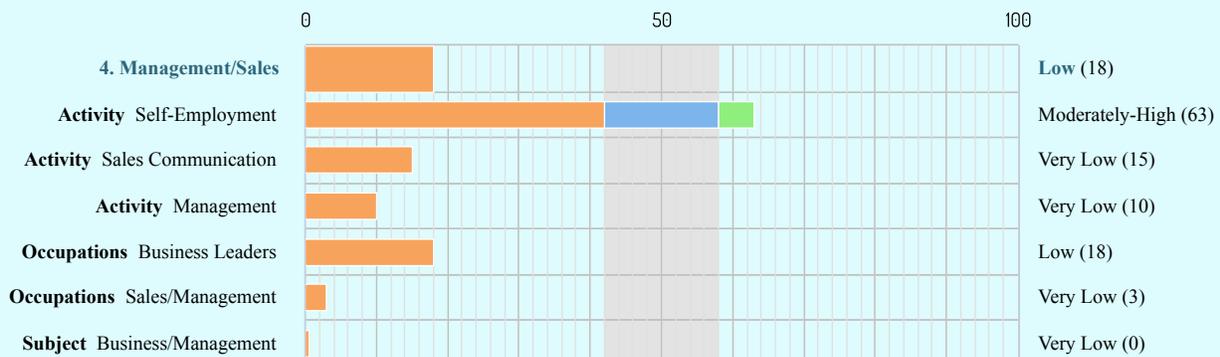
A college degree and certification are usually prerequisites for entry into this career field. Many of these occupations require a master's degree or higher for certification.



This career group involves a strong desire to travel or work in a foreign country, interact with people from other cultures, and communicate in more than one language. The following occupations are common to this group:

- Foreign correspondent
- Foreign Language Teacher
- Translator
- Foreign missionary
- Diplomat
- Overseas travel guide
- International business executive
- Interpreter
- Foreign service executive

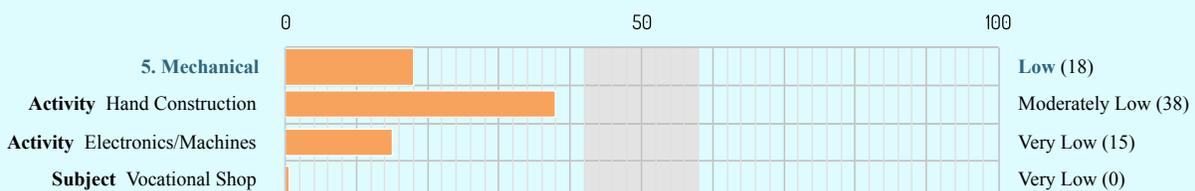
A strong educational background in foreign studies and languages is a must for anyone entering this field.



This career group centers on business-related activities, such as managing, selling, developing marketing strategies, as well as starting and operating a business. Occupations might include the following:

- Marketing Representative
- Buyer
- Business executive
- Real Estate Agent/Realtor
- Retail store manager
- Travel agent
- Insurance sales agent
- Stockbroker
- Manager

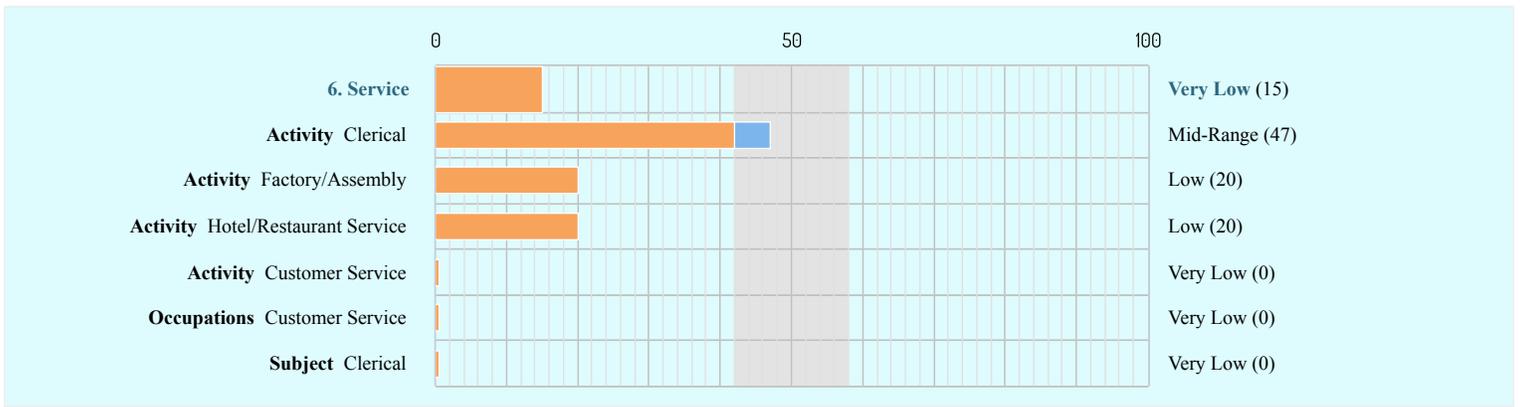
Educational courses to prepare for these career fields focus in the area of business administration, management, marketing, human resource management, and finance.



People who are interested in this career group enjoy working with their hands, solving mechanical or technical problems, building or constructing objects, or operating machinery. Those who are successful in this field usually are precise, organized, analytical, and like to see tangible results from their efforts. The following are typical occupations:

- Electrician
- Aircraft technician
- Computer support specialist
- Heating/ AC technician
- Electronics technician
- Industrial machinery mechanic
- Optician
- Automotive service mechanic
- Cabinetmaker

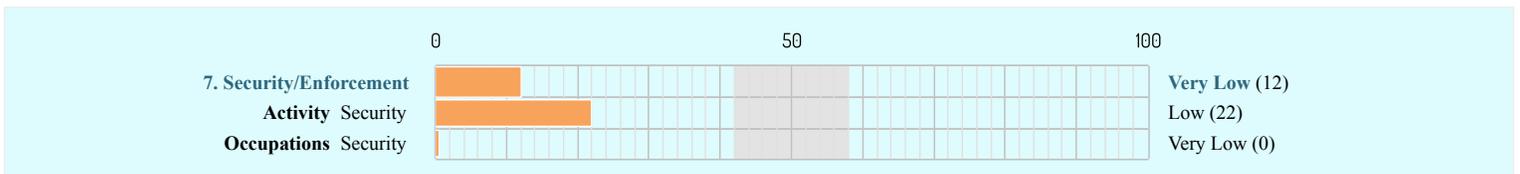
Related school subjects may include computer, electronic, mechanical, or automotive technology, vocational or industrial shop, cabinet making and woodworking, or courses related to specific industries.



This career group centers on activities that assist, help, or provide a service to others. People interested in service-related occupations usually enjoy interacting with people, answering questions, keeping records, inspecting products, operating office equipment or machinery, or providing assistance to others. This broad career group includes the following occupations:

- ✓ Customer service representative
- ✓ Concierge
- ✓ Restaurant server
- ✓ Banking associate/ teller
- ✓ Cashier
- ✓ Receptionist
- ✓ Administrative assistant
- ✓ Help desk analyst
- ✓ Hotel desk associate

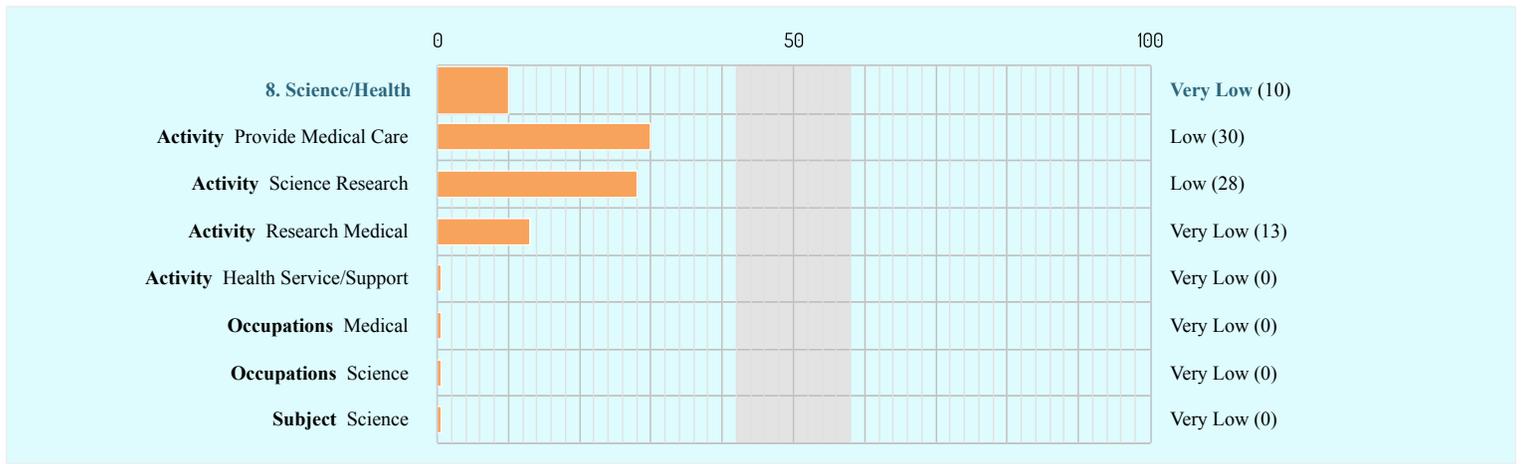
Patience, accuracy, dependability, and helpfulness are characteristics needed for success in this career field.



The overriding characteristic of this career field is a strong desire to protect people and property and may involve personal risk. This would involve activities like investigating crimes, apprehending criminals, patrolling areas to prevent crimes, conducting surveillance, and responding to alarms. Common occupations for this group include the following:

- ✓ Police Officer
- ✓ Probation Officer
- ✓ Lifeguard
- ✓ Private Detective
- ✓ Fire inspectors
- ✓ Immigration inspector
- ✓ Security guard
- ✓ Military Officer
- ✓ State patrol officer

A sound educational background in Security and Enforcement is important for success in this field.



Work in this career group often centers around researching complex issues, diagnosing diseases, helping others in health-related areas, or studying scientific material. Related activities may include dispensing prescription drugs, providing health care or therapy to patients, and writing detailed reports. The following are typical occupations:

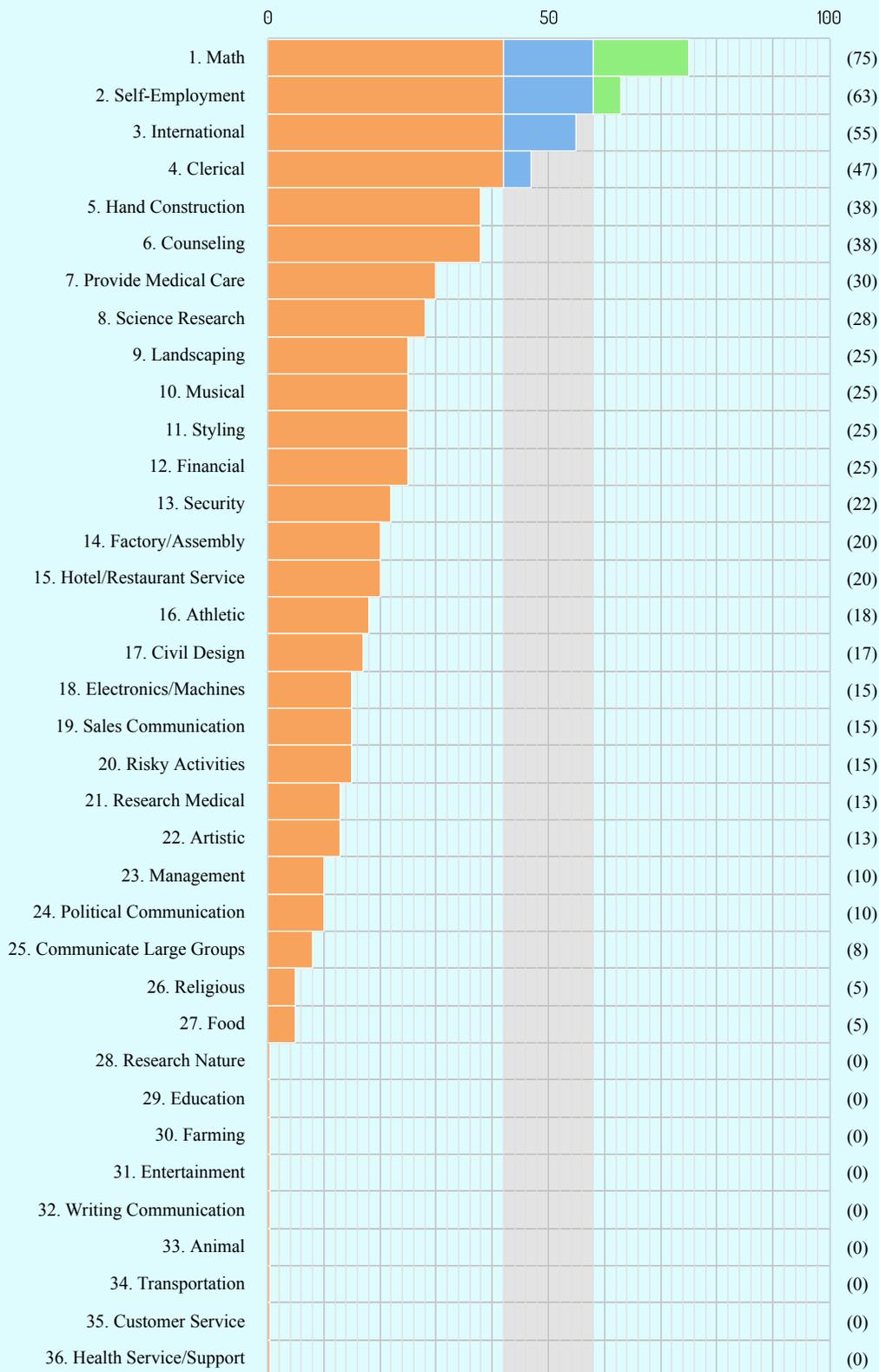
- ✓ Pharmacist
- ✓ Dentist
- ✓ Physician
- ✓ Biochemist
- ✓ Chiropractor
- ✓ Physical therapist
- ✓ Nurse
- ✓ Optometrist
- ✓ Biologist

Educational training is usually extensive and may include classes in pharmacy, chemistry, dental hygiene, biology, or other science/medical related subjects. People who are successful in these fields pay close attention to detail; they have compassion for others and good learning and memorization skills.

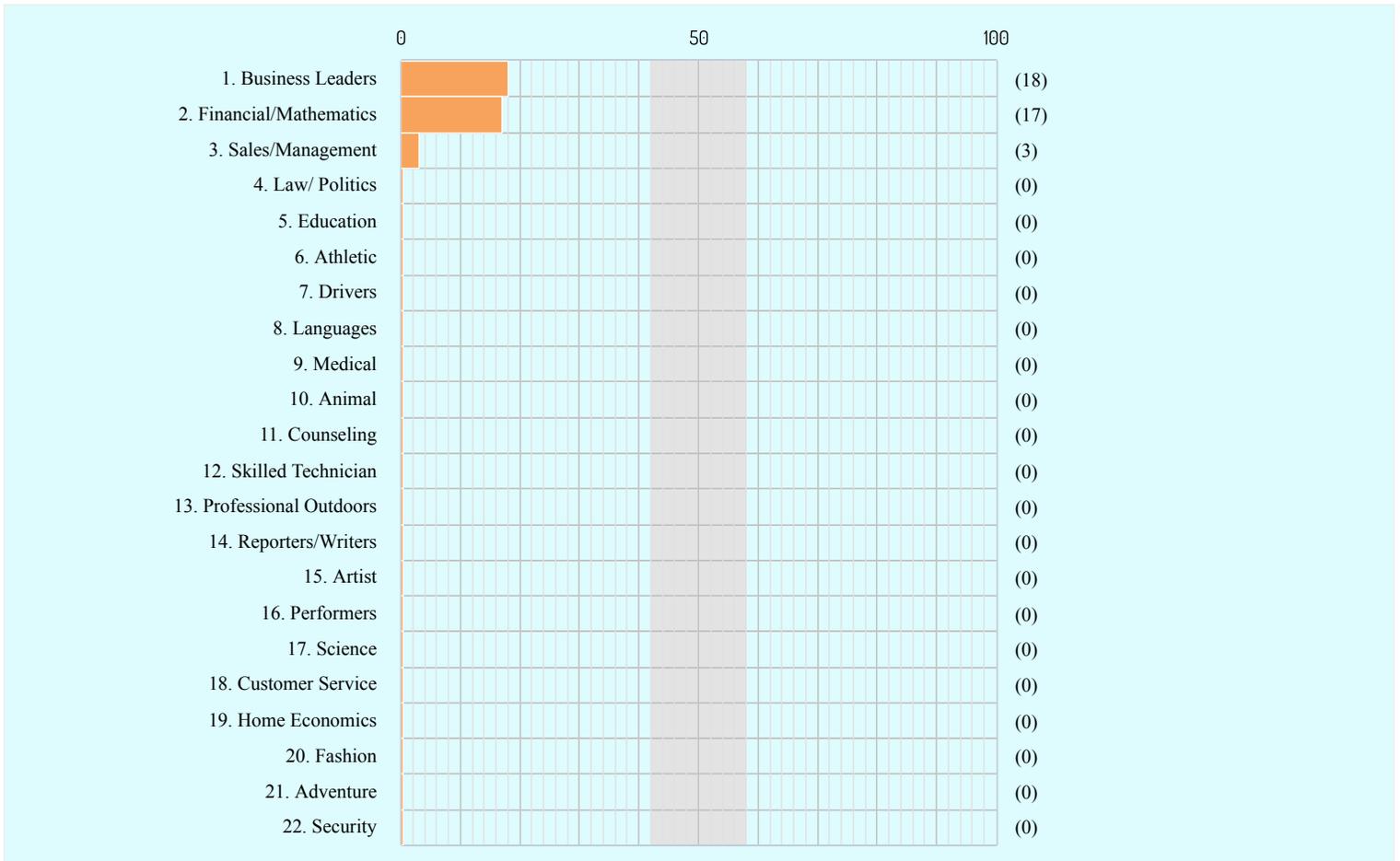
2.2 Combined Scores

The tables below contain your actual standardized score on the Activities, Occupations, and Subjects groups. These are the categories that make up the General Interest areas that have been presented on the last few pages. The graph indicates a low interest (left), a moderate interest (mid-range), and high interest (right). Keep in mind that these are interest scores and **do not** take into account your experience or abilities.

Activity Groups



Occupation Groups



Subject Groups

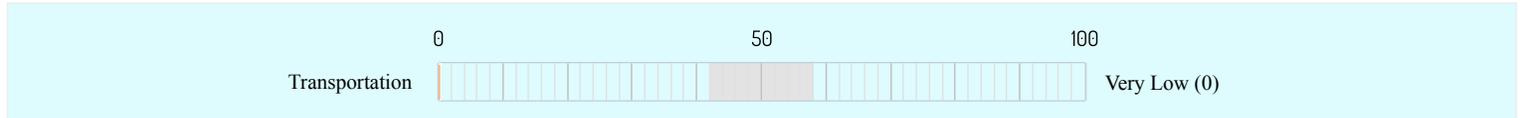


2.3 Potential Occupations In Your Top Groups

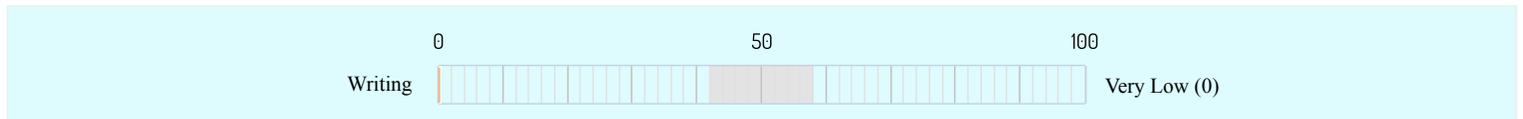
Noel, your top eight Career Groups described on the previous pages provide general definitions for broad groups of occupations in which you have the highest level of interest. Some of the descriptions and occupations in the groups may not appeal to you. That's fine; just make note of what you don't like and use it as a criterion to narrow your career interest. Of course, the information in the other sections of this report and the accompanying **Career Direct® Next Steps** and **Career Direct® Resources** sections will help you in this process.

TAKE NOTE OF YOUR LOWEST INTEREST GROUPS

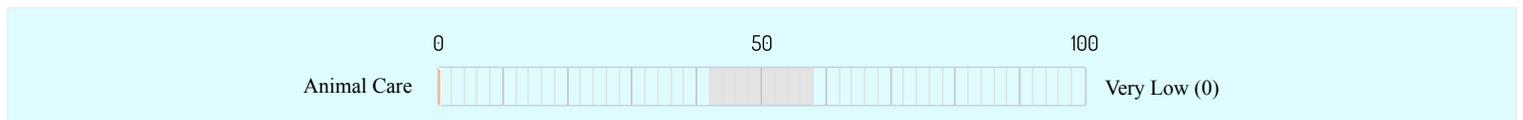
It's important for you to take note of your four lowest interest groups. They are listed in the chart below. Areas of low scores can reveal some insights about your career interests.



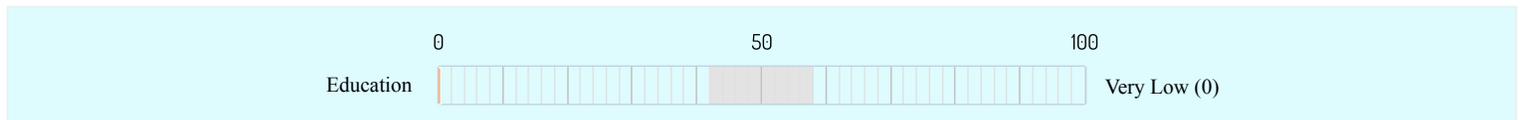
Drive various vehicles, provide public or private transportation.



Write news stories, articles, TV and movie scripts; draft a speech; write a novel.



Treat sick or injured animals, train animals, care for animals, study to understand animal behavior.



Teach subjects to students; develop educational materials; develop academic policies; direct classroom activities.

Note: Vocational/General Interests are not the same as skills. They reflect your motivation toward a career field but not your ability to work in that field. Most people have abilities that support their interests. If not, they usually try to develop their skills further or look at a secondary career area. For instance, someone who loves sports but does not have the skills to pursue an athletic career may decide to become an athletic trainer or a sports referee.

Skills Are a Key Criteria for Choosing an Occupation

Skills Are a Key Criteria for Choosing an Occupation

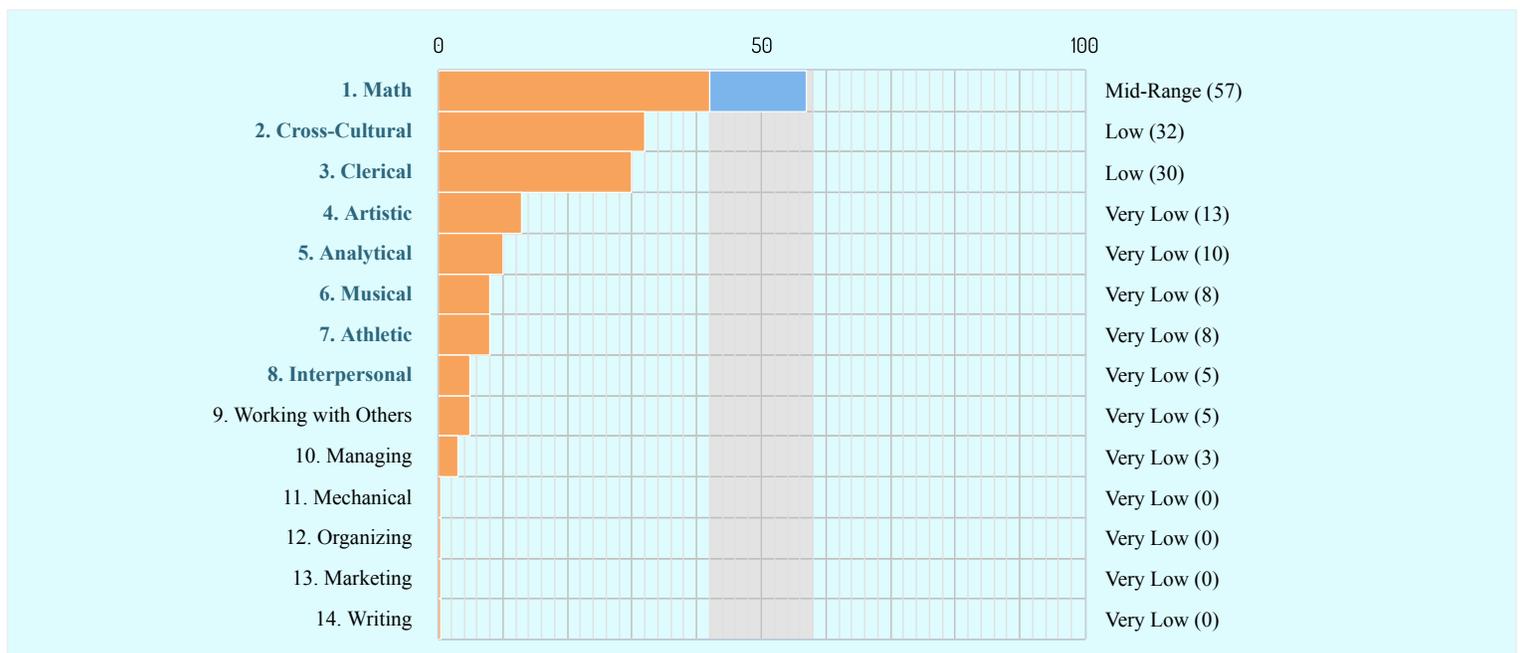
Noel, an understanding of your skills will be important as you evaluate potential occupations. It is very critical that you match your work to career fields that utilize your best skills in order to gain the personal joy of doing something that comes naturally.

There are two key reasons for building on your natural strengths. First, doing so will help you to maximize your potential. Working in your natural strengths starts you at a higher baseline, helps you learn faster, and achieves more from the same amount of effort. For example, some people could practice singing for years but never have the ability to be successful as a singer because they simply lack the natural skills to excel.

Second, working in your natural strengths is just more fun. It's true that people experience less job stress when they are using skills with which they naturally excel. It also seems logical that you enjoy using these skills because they have been recognized, valued, and rewarded by others in the past. Your confidence will continue to grow as you use your natural skills, thus leading to even more success and joy in the future.

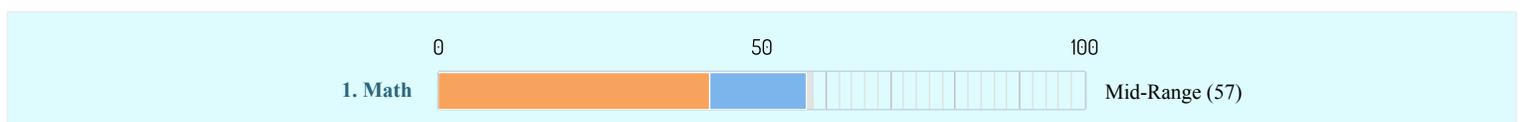
The bottom line is that you are most likely to excel when you use the skills that come naturally and bring joy in their use. Although you do need to be mindful of your weaknesses, it is generally unproductive to make them the primary focus for your work. In the area of skills, try to swim with the current, not against it.

Skills and Abilities

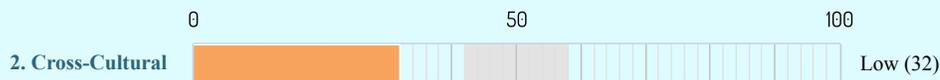


Note: This section's skill scores are from your self-assessment, not an achievement or an aptitude test. Research indicates that self-assessment can give an accurate overview of a person's skills.

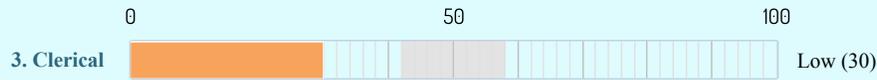
3.1 Skills and Abilities: Top 4 Areas



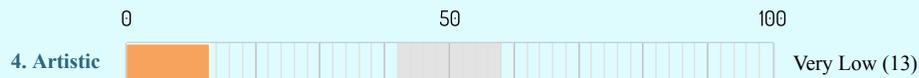
People who score high in this category are comfortable working with numbers and data. They are precise in calculations and thrive on opportunities to work with information that can be measured, validated, or explained by numerical data. Mathematical skills can be utilized in many different fields including accounting, engineering, economics, and computer science.



A love for language, as well as communicating with people of differing cultures typically characterizes people who score high in the cross-cultural category. In addition, they have a knack for perceiving, understanding, and adapting to the customs of international cultures. Typically, their interests lie with some dimension of translating languages, either in a business, government, or humanitarian-type effort.



Persons scoring high in the clerical category typically have mastered the most efficient methods of running the day-to-day operations of an office. Strengths include accurate record keeping, filing, word processing, copying, knowledge of office procedures, basic math skills, clear communications, knowledge of telephone systems, and proficiency in the use of office machines, including computers. This skill area also requires attention to detail, neatness, speed, and organizational abilities.



Persons who score high in the artistic category are skilled in expressing ideas through the creation of original artwork. To excel, one must develop the ability to be perceptive, creative, interpretive, and expressive. Artists usually have the ability to visualize what a completed project or task will look like prior to beginning work. Typically, fine motor eye-hand coordination and dexterity, plus long hours of training and practice are required to sufficiently refine one's skills.

3.2 Skills and Abilities: Evaluate Your Skills

Carefully examine your highest-ranked skills and analyze the relationship among them. How much overlap is there? Is there a common theme to your skills? Do any of your skills relate more to areas that you would use as a hobby than as a basis for your occupation? If so, are there ways that these hobby skills could transfer to your work? The Action Plan that accompanies your report will guide you through these and other questions. Completing this analysis will be key to gaining full benefit from your report.

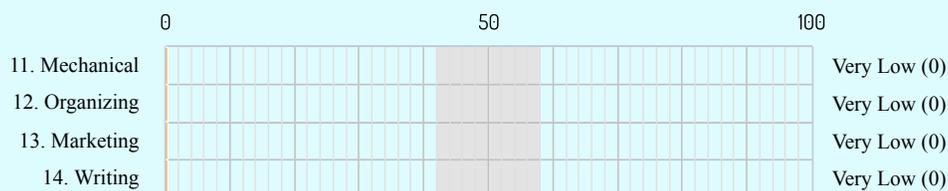
DEVELOP YOUR SKILLS

Exploiting your natural strengths does not in any way mean that training, education, hard work, and dedication are not required to further develop your skills. On the contrary, most successful people become so by working diligently at what they do. Think of the professional golfer who develops natural athletic skills by hitting hundreds of balls every day. Likewise, consider a pianist who spends hours practicing in order to fully develop natural music skills.

MINIMIZE YOUR EXPOSURE OF YOUR LOW-SCORING SKILLS

Noel, as with interests, please take note of the skill areas in which you scored the lowest. They are the ones listed at the bottom of the chart on the previous page. Areas with low scores can reveal some insights about your career interest. It could be that these are not natural strengths, or perhaps you never have had the opportunity to develop them. In either case, it would be best not to pursue occupations that require heavy use of your low-scoring skills, unless you pursue more training first.

YOUR LOWEST FOUR SKILL AREAS



Values Are Important To Career Decisions

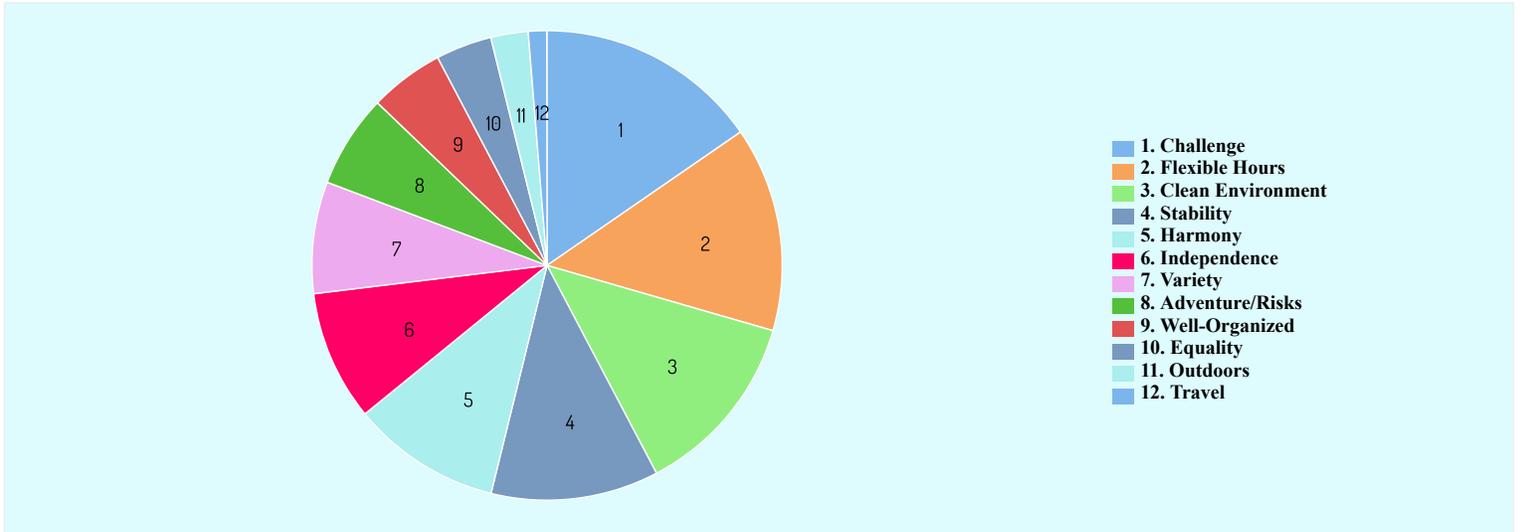
Values Are Important To Career Decisions

Noel, you can be in a career field that is a good match for your vocational interests, skills, and personality strengths and still experience job dissatisfaction and stress if your work does not match your values. For example, many people value working outdoors and will never feel totally comfortable working in the confines of a building. Others may need to know that they are helping people directly in their work and will not be satisfied working alone or with machines.

Many people think that they can be happy doing most anything if it makes them successful in the material sense. All too often, they find themselves unfulfilled and burned out after only a few years into their careers. Using values as a criteria for career choices can preclude much of the disappointment and career stress present in today's workplace. As you review your priorities to see if you are being consistent, compare them to the way you are actually operating. This three-part section on values is designed to help you define the priorities and values that will guide your life and work.

Expect your values to change; these are your priorities and you can change them any time you want. Most people will find that they do change some of their priorities as they age and as their family situations change. It is a good idea to save this report for future reference. A periodic review will enable you to make updates and see how well you are sticking with your priorities.

YOUR PRIORITIES FOR THE 12 VALUES THAT RELATE TO WORK ENVIRONMENT



CONSIDER THE TOP 4 AS IMPORTANT CRITERIA FOR EVALUATING POTENTIAL OCCUPATIONS AND POSITIONS

1. Challenge

You need the opportunity to solve tough problems and work make-or-break issues. Look for difficult assignments and obstacles to overcome. Controversy is not a problem, because you enjoy restoring order where there was chaos.

2. Flexible Hours

Being able to set your work schedule around other activities is highly regarded by you. Look for career opportunities in which you have some control over the hours of your work and in which you will have a flexible schedule.

3. Clean Environment

In your work, look for occupations that do not require you to get dirty or be exposed to strong odors. You enjoy a clean, orderly, and sanitary work environment. Your ideal work situation is one in which the environment and job duties allow you to stay neat and clean all day.

4. Stability

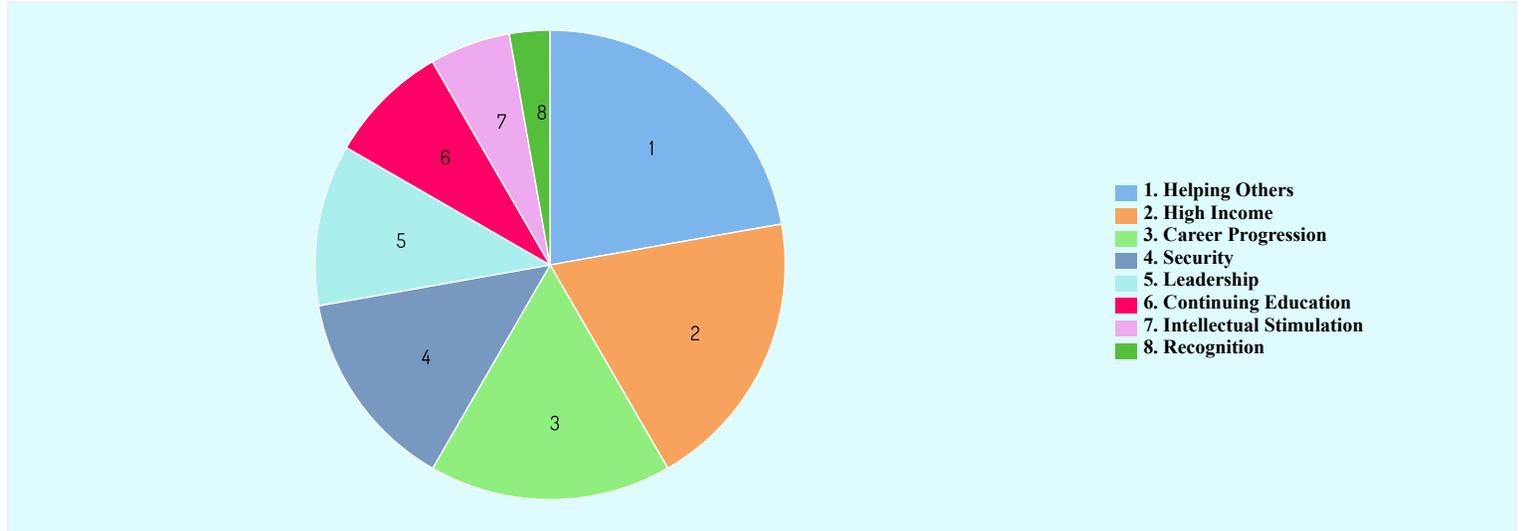
You enjoy working in an environment of consistency, an established routine, and no surprises. You value regular hours, steady salary, and a schedule that does not change.

4.2 Values: Work Outcome

Although most people have a number of expected rewards from their work, it is important to decide what is most important. For instance, more education and higher income typically go together, but beyond a certain level continuing education may not correlate with a higher income. Likewise, having a leadership position does not always enhance one's security. Whether we think about it or not, most of us have to make tough choices in this area.

It's very important that you recognize that your priorities are an individual matter. Allowing someone else to exert too much influence over work values is one of the biggest mistakes people make in choosing a career field. This is your opportunity to think through this critical area and make sure you know what is really important to you.

YOUR PRIORITIES FOR THE 8 OUTCOME VALUES THAT YOU EXPECT FROM YOUR WORK



THESE OUTCOMES ARE THE MOST IMPORTANT TO YOU

1. Helping Others

Contributing to the welfare and growth of others is important to you and should be an integral part of your work. This could be carried out through training, teaching, counseling, encouraging, and the provision of financial resources. Your occupational choice should afford the opportunity to express your concern for others.

2. High Income

You value being highly rewarded financially for your efforts at work. To feel successful in your work, you believe a high-income level is a necessary factor.

3. Career Progression

You are interested in occupations that offer a well-defined progression of career positions. You enjoy moving up in the organization by increasing your responsibility and authority at work. Look for job settings that offer a chance to grow and develop as a professional.

4. Security

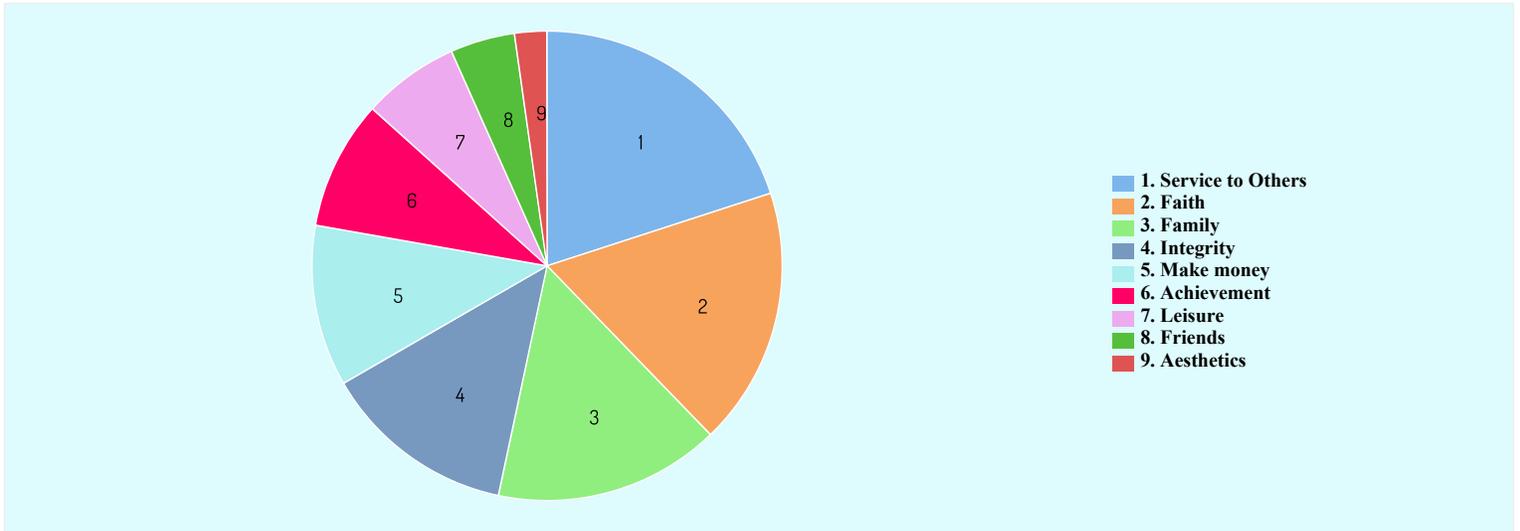
You prefer to have the assurance that you have a job that will be around for a long period of time. Some career opportunities still have a measure of security; however, keep in mind that they are on the decline. Job security is now much more dependent on your ability to continually develop your skills to meet the changing workplace.

4.3 Values: Life Values

This area is important to career planning because many people find it difficult to align the way they live and work with their life values. The fast pace of life, the strains of financial overcommitment, and the complexity of life in this time cause many to feel like it's all they can do just to hang on each day.

Experience shows, however, that people who thoughtfully decide on a life purpose and then make career choices that contribute to that goal have a unique peace and sense of fulfillment about their work. Your top four items that relate to life purpose are listed below.

YOU PRIORITIZED 9 VALUES THAT RELATE TO LIFE PURPOSE



LISTED BELOW ARE YOUR TOP 4 LIFE PRIORITIES

1. Service to Others

As a part of fulfilling your life purpose, you believe it is important to serve others. You should be sure that your work contributes to the well-being of others.

2. Faith

You have indicated that your life mission involves serving God in everything you do. It will be very important for you to see how your work is contributing to that goal. Remember that all occupations offer the opportunity to serve Him. Kindness and a commitment to excellence can be an attractive light for others in the workplace.

3. Family

Your family has a high value for you and you want to be able to care for them whenever they need you. You consider it important to be available and involved in their activities. Having a lot of quality time with your family is important to you and should be an consideration to the occupational choices you make.

4. Integrity

Honesty in every area of life is a key value for you. You make every effort to keep your commitments and live by the highest standard of fairness and truth. To be sure you will not be asked to compromise your integrity, carefully evaluate the work environment and the leadership, as well as products and services of any organization you are considering for employment.

FIND THE RIGHT BALANCE IN YOUR VALUES

No one is perfect; Superman and Wonder Woman do not exist, and you will never be able to do everything to the level you would like. Everyone must work out a balance in life. By considering your priorities, you will be able to find a comfortable balance in the use of your time, energy, and financial resources. Referring to your priority lists will help you to meet your stated life purpose values.

EXPECT YOUR VALUES TO CHANGE

These are your priorities and you can change them any time you want. Most people will find that they do change some of their priorities as they age and their family situations change. It is a good idea to save this report for future reference. A periodic review will enable you to make update and see how well you are sticking with your priorities.

WHAT DO I DO NOW?

Compare the stages of your career development to driving cross-country on a family vacation. There are two distinct stages. Stage one consists of conducting all the necessary research and planning to make the vacation enjoyable. Stage two consists of actually getting into the car, backing out of the driveway, and starting out.

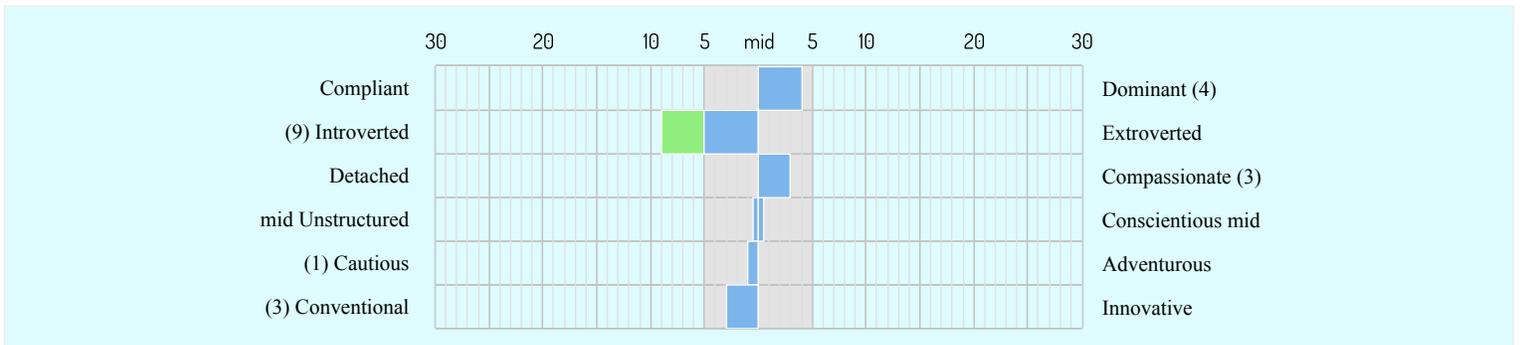
Reading through your CAREER DIRECT report is comparable to studying a road atlas in the first stage of planning the trip. It offers you a broad overview of the general directions to your destination, along with some alternative routes to get you there. However, just reading the report will not solve your career dilemma any more than simply reading a road map will actually get you to your vacation destination.

You now find yourself at stage two. It is time for you to climb into the driver's seat and begin your career journey. Your first step is to assimilate your information into plans and decisions that will get you started. To assist you in this key step, we have provided the Action Plan, a guide to interpreting and acting on what you have learned about your pattern for work. It is extremely important that you process through it completely. I will help you to match your pattern with various occupations and educational training programs.

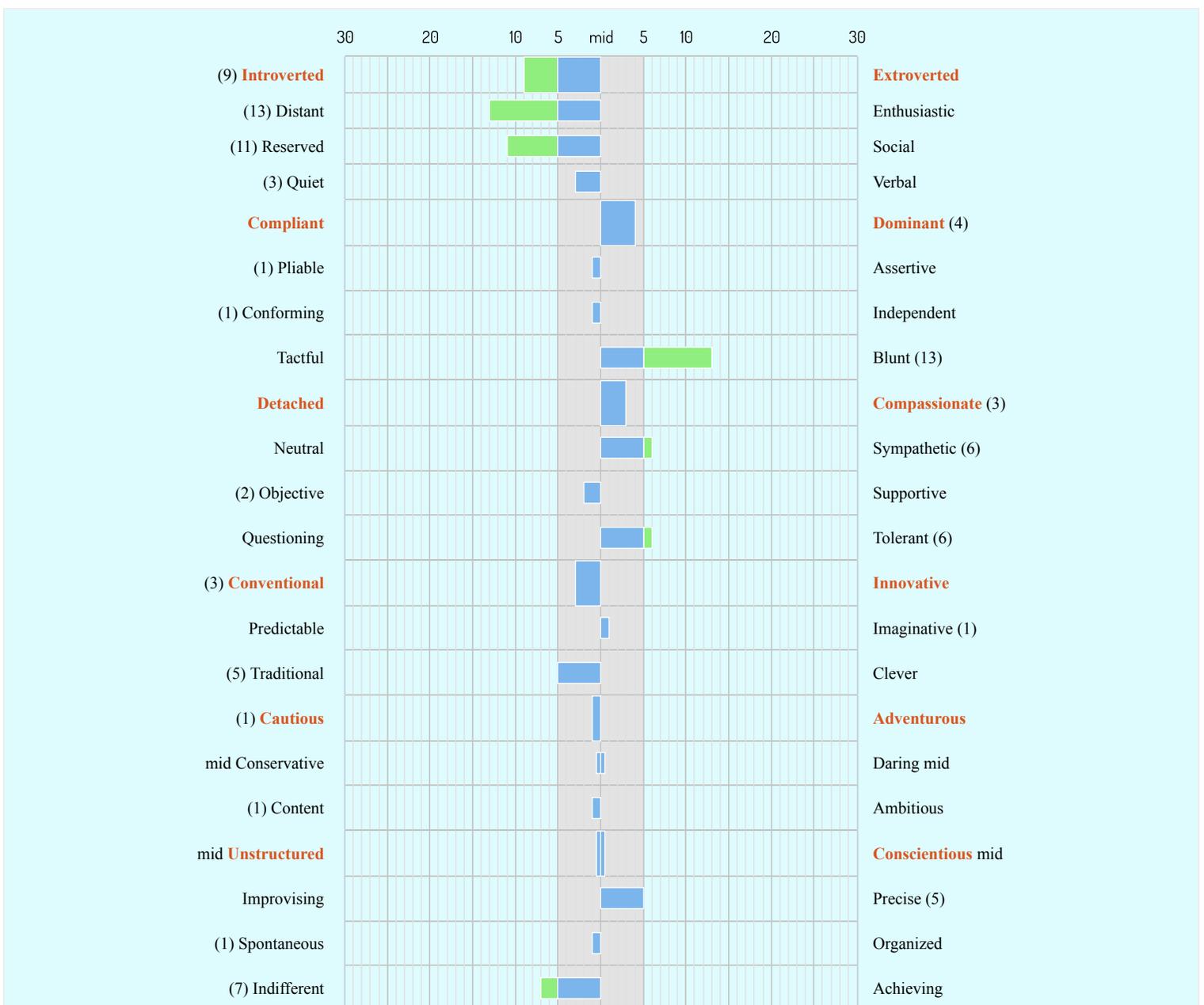
Above all else, don't forget that the basic goal in career planning is to match your talents and interests to the requirements of your work. In doing so, you will have the highest likelihood of reaching your destination and career that fits you.

Summary Charts

1.1 Six Factors of Personality



1.2 YOUR PERSONALITY FACTORS AND SUB-FACTORS



1.3 PERSONALITY SUMMARY

Introverted - you enjoy solitude over social interaction

Compliant / Dominant (Mid-Range) - comfortable as a leader or follower and will adapt to the needs of the situation

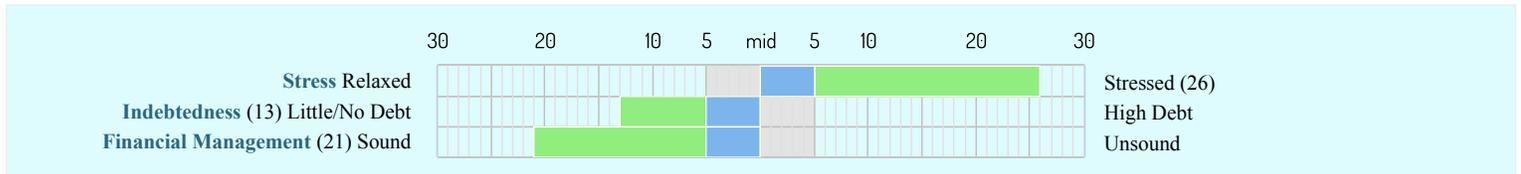
Detached / Compassionate (Mid-Range) - agreeable and supportive but capable of being objective about people and situations

Conventional / Innovative (Mid-Range) - willing to initiate new ideas when there is an obvious need but can also take a traditional perspective

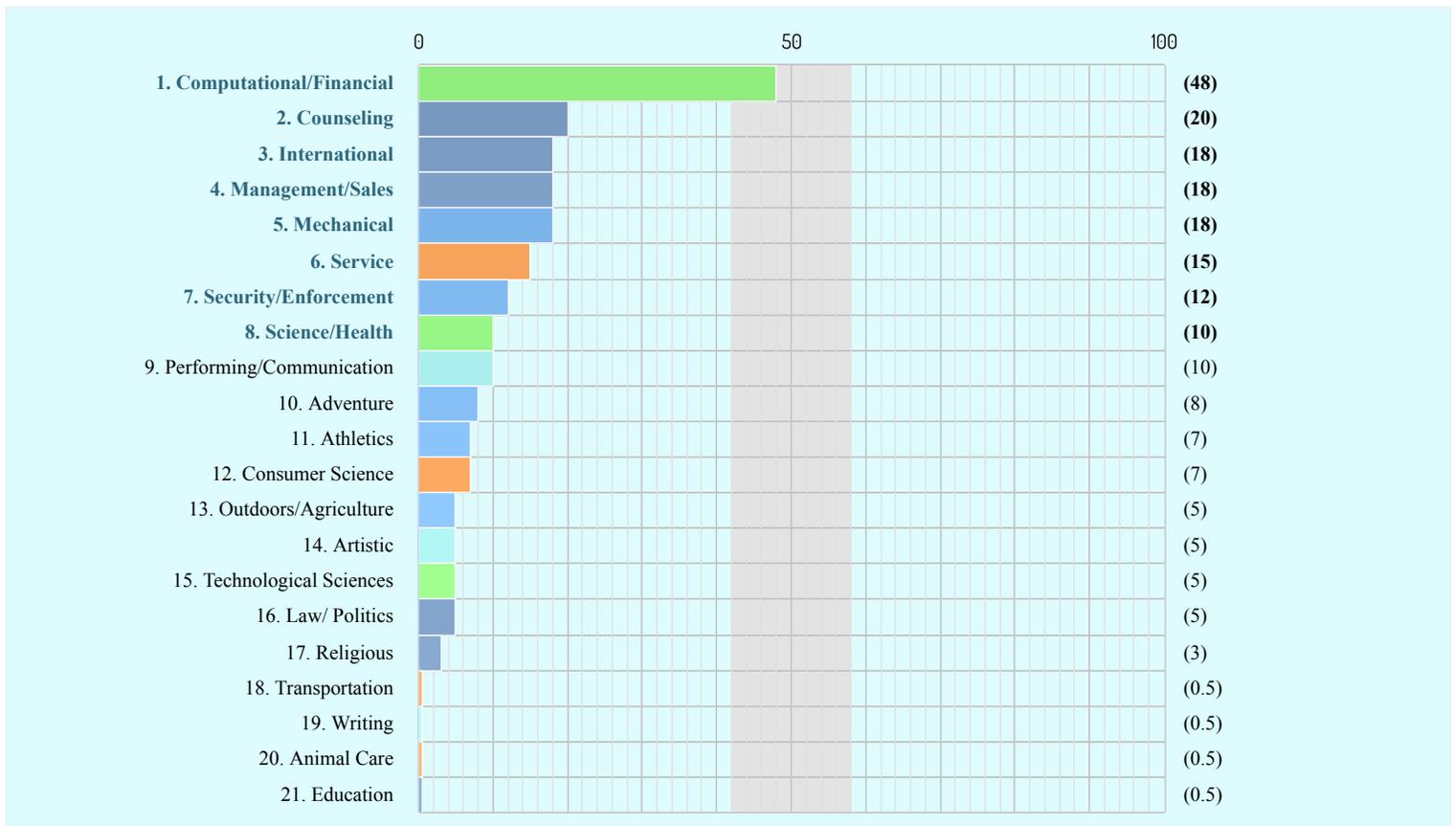
Cautious / Adventurous (Mid-Range) - moderate in your drive and spirit of adventure, and not a high risk taker

Unstructured / Conscientious (Mid-Range) - structured in some areas and operate spontaneously in others

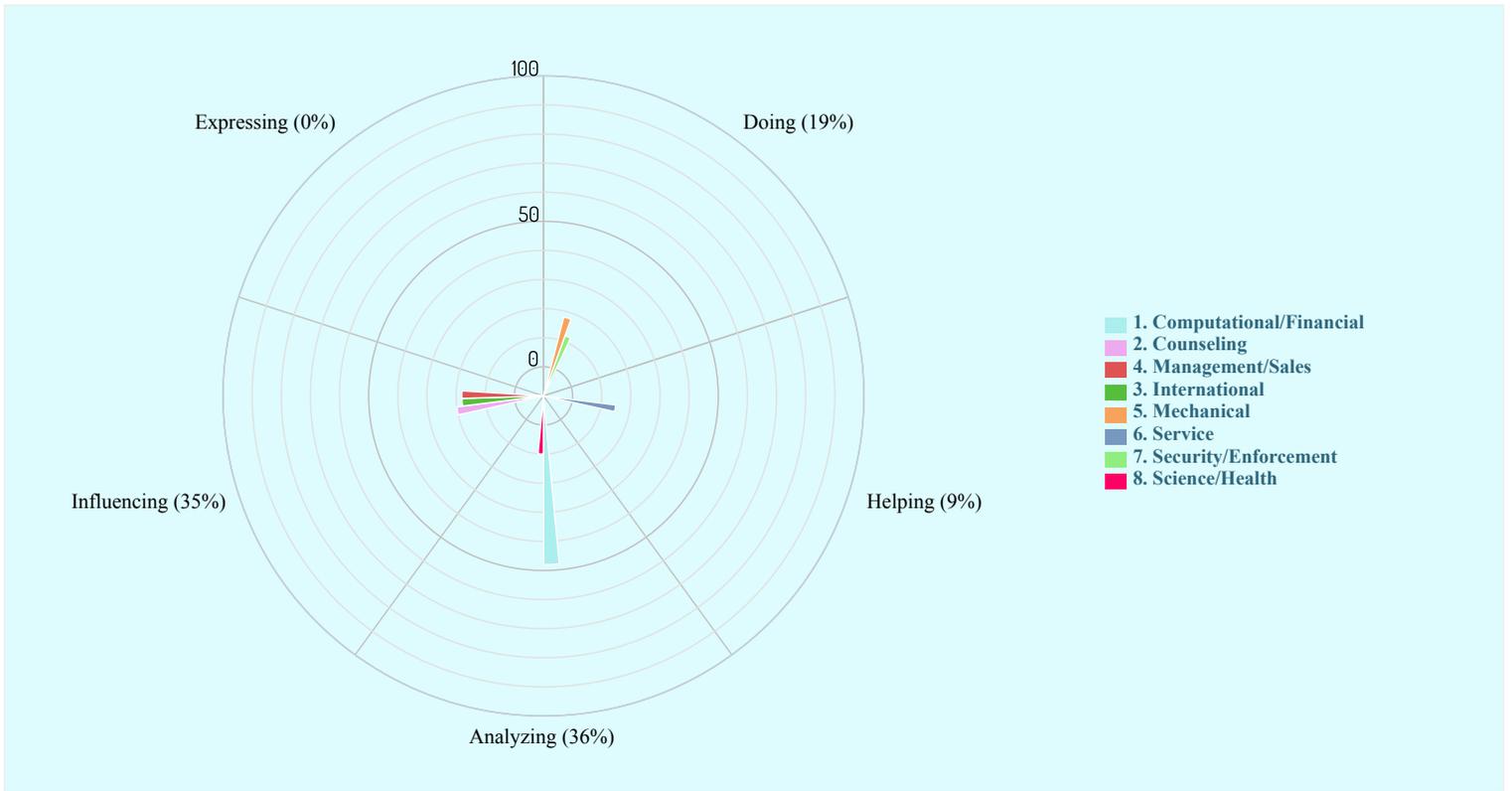
1.4 Critical Life Issues



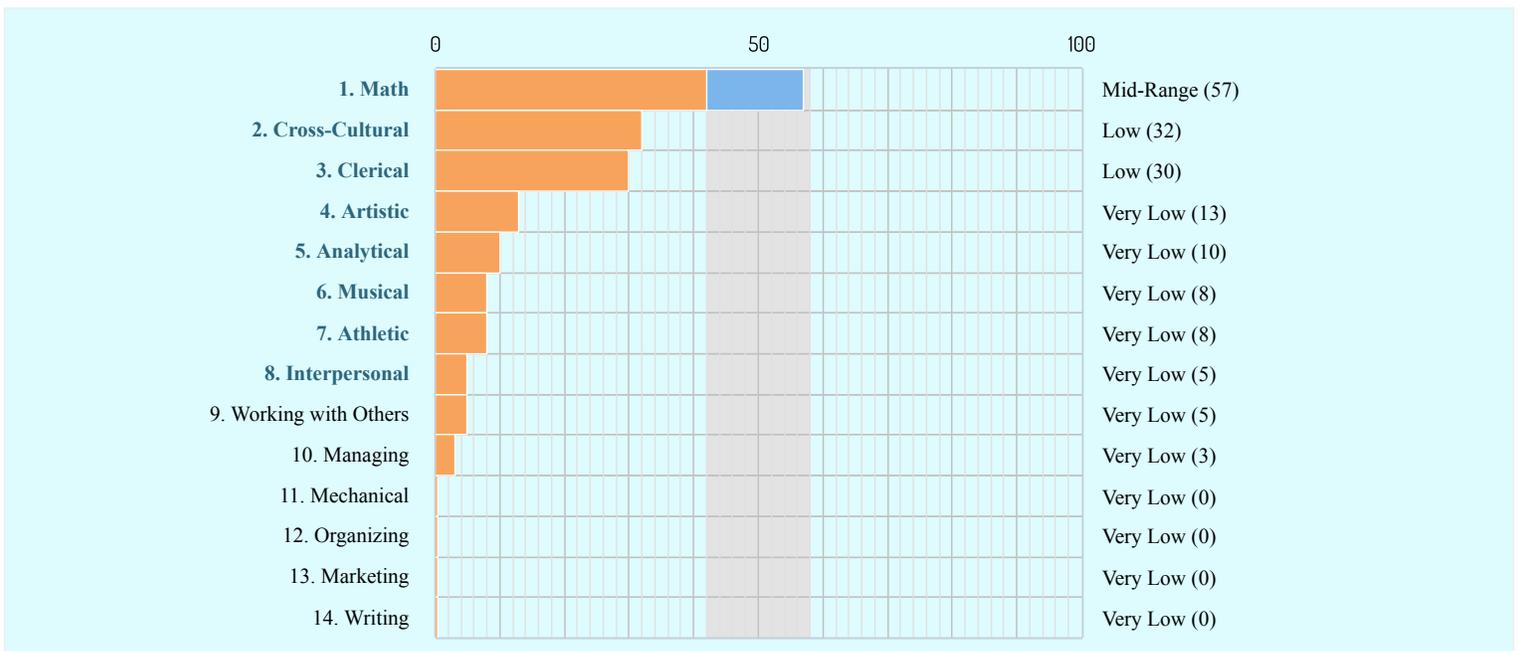
2.1 General Interests



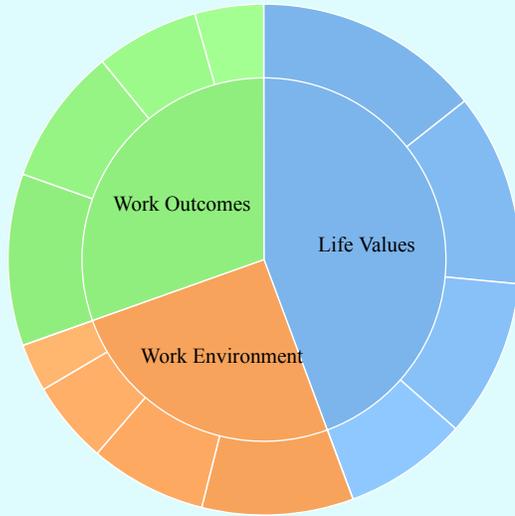
2.2 Top 8 Career Groups by Interest Area



3.1 Skills and Abilities



Top 4 Integrated Value Priorities



- Life Values
- Work Environment
- Work Outcomes

Life Values

- 1. Service to Others
- 2. Faith
- 3. Family
- 4. Integrity

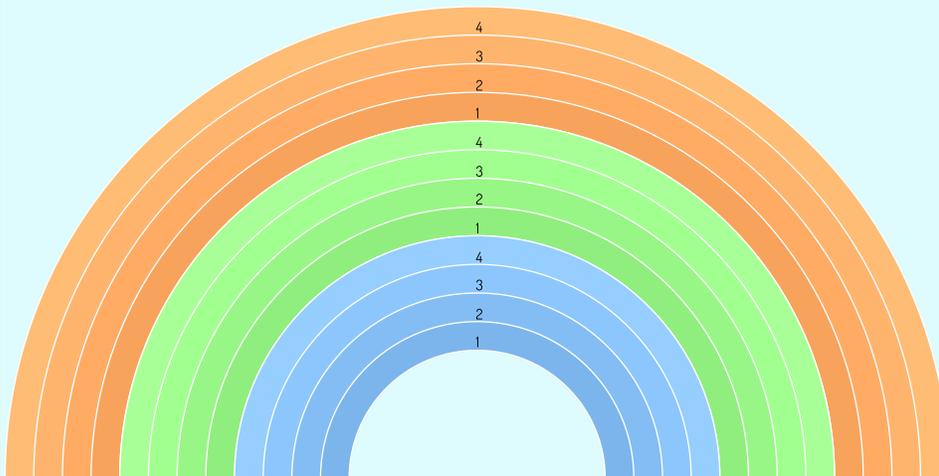
Work Environment

- 1. Challenge
- 2. Flexible Hours
- 3. Clean Environment
- 4. Stability

Work Outcomes

- 1. Helping Others
- 2. High Income
- 3. Career Progression
- 4. Security

Core Life Planning Values



Life Values

- 1. Service to Others
- 2. Faith
- 3. Family
- 4. Integrity

Work Outcomes

- 1. Helping Others
- 2. High Income
- 3. Career Progression
- 4. Security

Work Environment

- 1. Challenge
- 2. Flexible Hours
- 3. Clean Environment
- 4. Stability

Career Direct – Next Steps

Congratulations on completing your Career Direct assessment and working through your Detailed Report!

Here are a few foundational principles to understand. Before proceeding with the Next Steps, please study each of them carefully and discuss them with someone you trust.

- You have a unique design that can't be ignored. Embracing your design is critical to discovering your life assignment. Ignoring your unique wiring can cause severe frustration, poor decision-making and ultimately damaged relationships.
- Your life work is an unfolding relational journey, not just a series of transactional events. Be sensitive and open to receive counsel and guidance in your research and decision-making.
- Aligning your design with your career is a life-long responsibility. As your life changes, a time often comes when you may feel disconnected from relationships, work, and life. This usually indicates it is time to re-evaluate and repeat the Career Direct process.
- Success in your journey will require hard work, faithfulness and tenacity. Studying your own report and doing research about possible career choices are required steps. Volunteering in a field that aligns with your design may be beneficial.
- You are about to make a crucial career decision. A solid foundation is critical to avoid disaster. The only foundation for a wise career choice is:
 - Making sure your decision aligns with your design.
 - Making a decision that honors your Creator.
 - Avoid the following false foundations AT ALL COSTS!
 - Taking the easiest or first job offered
 - Money as the prime motivator
 - Job title or prestige
 - Security, power and control
 - Following friends
 - Seeking "Hot Jobs" category
 - Following in a parent's footsteps and/or fulfilling their dreams
 - Taking a job just because you can do it

Now that you have a solid understanding of the foundational principles necessary for making wise career decisions, let's begin with the Next Steps:

STEP 1:

- If you do not have a Career Direct Consultant, ideally, you want to connect with one! Alternatively, you can enlist the aid of a coach or mentor who will review your assessment with you and pray regularly regarding your future direction. If you are ready to choose the best option, [connect now with a Career Direct Consultant!](#)

STEP 2:

- Review your assessment results in the *Career Direct*® Detailed Report AGAIN.
- Note information in your report that may not apply to you. If you disagree with something, ask your consultant or coach to confirm your thoughts. Once confirmed, mark out the items that do not apply.
- Highlight or underline the key points you and/or your consultant focused on in the report.
- Write down the top career recommendations from your consultant. If you did not have a Career Direct consultation, you will not have these recommendations.

STEP 3:

- Click on the desired or recommended career links below in your top 8 Interest Groups and continue doing research to help you match potential career fields with your Personality, Interests, Skills and Values.
- Every career requires a specific configuration of Personality, Interests, Skills and Values to be successful. Please remember that the career you choose must align with ALL FOUR dimensions of your design. You will find the necessary information regarding personality, interests, skills and values by clicking on the Job Detail Links on the next page(s).

Top Eight Interest Groups Job Detail Links

1. Computational/Financial

Computer systems analyst	Economist	Accountant
Banker/ Loan officer	Statistician	Database Administrator
Actuary	Financial advisor	Comptroller

2. Counseling

School/ college counselor	Marriage/family therapist	Psychologist
Social worker	Rehabilitation counselor	Psychiatrist
Minister/Priest/Rabbi	Employment counselor	Pastoral counselor

3. International

Foreign correspondent	Foreign Language Teacher	Translator
Foreign missionary	Diplomat	Overseas travel guide
International business executive	Interpreter	Foreign service executive

4. Management/Sales

Marketing Representative	Buyer	Business executive
Real Estate Agent/Realtor	Retail store manager	Travel agent
Insurance sales agent	Stockbroker	Manager

5. Mechanical

Electrician	Aircraft technician	Computer support specialist
Heating/ AC technician	Electronics technician	Industrial machinery mechanic
Optician	Automotive service mechanic	Cabinetmaker

6. Service

Customer service representative	Banking associate/ teller	Administrative assistant
Concierge	Cashier	Help desk analyst
Restaurant server	Receptionist	Hotel desk associate

7. Security/Enforcement

Police Officer	Private Detective	Security guard
Probation Officer	Fire inspectors	Military Officer
Lifeguard	Immigration inspector	State patrol officer

8. Science/Health

Pharmacist	Biochemist	Nurse
Dentist	Chiropractor	Optometrist
Physician	Physical therapist	Biologist

STEP 4:

- Fill out the [Action Plan Worksheet](#) using the key information found in your Detailed Report and your research. This step is critical to complete Next Steps!
- Keep the following questions in your mind as you work through the Action Plan:
 - What are your unique strengths and motivations that will enable you to excel in the workplace?
 - What is your pattern of God-given, work-related characteristics?
 - What are the career fields and specific occupations in which you are most interested?
 - What are important requirements and characteristics of these occupations according to your research?
 - Which career fields and occupations best match your unique design?
 - What will you do to pursue those occupational opportunities that are good matches for you?
 - Job Shadowing?
 - Volunteering?
 - Becoming an Intern?
 - Talk to people in the particular career?

STEP 5:

- Throughout the process, always be praying while seeking godly counsel, speaking to people in the fields that match your design, and seeking current opportunities in these fields.

Resources

This section provides helpful resources and online links to resources and services that will help you along your path to career fulfillment.

- [Guide to College Majors and Career Choices e-book](#)
The *Guide to College Majors and Career Choices* reference book gives practical advice on exploring possible major courses of study, and the *Choosing a College/Technical School Major* document in the online resources helps to match your interests with a college/technical school major.
- [Choosing a College or Technical School Major](#)
This document includes a process for relating your top occupations and career fields (identified through the Action Plan) with college and technical school majors.
- [Job Sampler](#)
- [O*Net Online](#)
O*Net Online is a database of detailed information about specific occupations from the Bureau of Labor Statistics. This online resource contains information on all of the occupations found in the *Job Sampler*, including skills required, knowledge and education needed, job responsibilities, work activities, level of competence, average pay, and much more.
- [Occupational Outlook Handbook](#)
The Occupational Outlook Handbook database is also maintained by the Bureau of Labor Statistics and gives detailed descriptions of the top 260 occupations that represent about 90 percent of all occupations held by Americans.
- [Crown Financial Ministries](#)
Crown Financial Ministries is the parent organization that developed the *Career Direct® Complete Guidance System*. It is an international, non-denominational ministry that provides materials for churches and individuals, seminars, 4 national radio programs, an award-winning Internet Web site, Budget Coaching, and career resources that teach people true financial freedom. Visit us online for more information about this dynamic ministry. While there, check out our Resource Store.
- [Pongo™ Resume Service](#)
In today's competitive job market, a well-written resume is the single most important factor in getting your foot in the door and on your way to landing the perfect position. Resume **BUILDER** and **PUBLISHER** give you the tools to create, print, e-mail, and fax your resume quickly and easily, all in one convenient location - online! (Please note that this link is to a third party web site.)
- [Career Personal Inventory \(for adults\)](#)
This questionnaire will help you sort through some important career issues before completing the steps below. You can type and print your information on the PDF, but it will not save your information.
- [Career and Education Planning Personal Inventory \(for students\)](#)
Completing this short questionnaire on your computer screen will help you prepare to address important career issues.

Audio Files:

Audio Message #1 – "Principles of Career Fulfillment" (28 minutes)

This message provides encouragement and wisdom for being truly successful in your life and career.

- Session One: • The origin of work is from God • All work has meaning and dignity
- Session Two: • Your Calling – God's plan for your life • Work is a platform for ministry and witness
- Session Three: • Excellence in the workplace • God is our final authority

Audio Message #2 – "How to Get the Best Results from Career Direct®" (36 minutes)

This message gives specific instructions on getting the best results from your Career Direct® assessment.

- Session One: • Changes in the Workplace in the Last Generation
- Session Two: • Ten Trends in Today's Work Environment
- Session Three: • Matching Your Pattern to Related Occupations
- Session Four: • Benefits of a Biblical Perspective to Career Selection

Audio Message #3 – "Understanding Your God-Given Design/Interpreting Your Career Direct Report" (55 minutes)

This message outlines the basis for our unique design created by God. He has given us special talents and skills necessary to achieve our potential. The Career Direct report provides insight into your unique pattern.

- Session One: • Good and bad approaches to selecting career
- Session Two: • Reviewing your report – Personality Section
- Session Three: • Reviewing your report – Personality Highlights
- Session Four: • Reviewing your report – Personality Strengths/Non-Strengths and Personality Career Implications
- Session Five: • Reviewing your report – Interests, General Career groups, understanding your scores
- Session Six: • Reviewing your report – Skills and Abilities
- Session Seven: • Reviewing your report – Values: Work Environment, Work Expectations, Life Values
- Session Eight: • High or Low scores in Interests section

Audio Message #4 – "Action Plan for the Future" (9 minutes)

This message gives specific instructions for completing your personalized action plan for the future.

- Session One: • How to complete the Action Plan and use it for career direction

Audio Files for Students

"Action Plan for the Future - Educational" (17 minutes)

This message gives specific instructions for completing your personalized action plan for the future.

- Session One: • How to complete the Action Plan and use it for career direction
- Session Two: • Choosing a college major or career path

"A Message for Parents" (18 minutes)

Note: Father and Mothers – You should listen to this section in order to guide your children in the best possible way.

- Session One: • Stewardship is more than money
- Session Two: • Your role as your student's career coach