CEAT
Career Services

Self-Assessment

"What are you going to be when you grow up?"

Family and friends alike have asked this question of you for many years. Now the time has come to be able to answer that question! Self-assessment is a very important part of identifying the field or area of industry in which you hope to work.

Career self-assessment is the first step in a multi-step career planning process. This step will allow you to evaluate who you are as an individual and what you hope to put into a career, as well as what you hope to get out of it. The information that comes about as a result of self-assessment will also help you narrow down your interests, and ultimately identify the specific area in which you hope to work. It will also aid you in making a decision between multiple job offers.

CAREER PLANNING PROCESS:

- Self-Assessment
- Academic/ Career Options
- Relevant/ Practical Experience
- Job Search/ Graduate School Preparation
- Career Change

If you know what is important to you, you will be able to convey that information to a potential employer and use it to make decisions that you are comfortable making. Additionally, you will be familiar with both your strengths and your weaknesses, while identifying the unique characteristics that will set you apart from others applying for the same job.

Some individuals get caught up in the "job of the hour" or in the salary race and forget to find out what it is that they truly want to do. Not being mindful of what you want to do or of the skills that you possess and hope to use in your career can lead to dissatisfaction. For that reason, self-assessment is very important. You can begin by asking yourself 4 basic questions.

BASIC CAREER SELF-ASSESSMENT:

1. What do I enjoy doing?
2. What am I good at?
3. What am I interested in?
4. What do others say I am good at?

Whether you are sure about what field or industry you hope to be in, or you are still exploring your options, these four questions will make you stop and think about how you currently spend your time. It will also encourage you to decide how you may or may not want that to change as you proceed down your career path. Additionally, it may encourage you to think about those areas that you might not be familiar with, but may have an interest. If you have an interest in a particular area, there is no better time that the present to further explore what options are available.

Asking yourself a few basic questions is a great place to start, but it is not the only means of career self-assessment. There are many resources available to help you determine what you hope to do in the future; including basic career exploration resources, values surveys, and web sites that evaluate your communication strengths. All these resources can help you learn more about who you are and how this knowledge affects the career opportunities that lie ahead of you.

Listed below are a few resources available to use as you begin assessing who you are and how that affects your future career.

Resources

OSU CAMPUS
Career Resource Center   360 SU   405-744-5253
> Trained staff members are available to assist you with career exploration programs, basic career counseling, career assessments, salary and outlook information and much more.

CEAT Career Services   110 EN   405-744-3858
> CEAT Career Services staff members are available to discuss your interests and explore the career opportunities available to you.

LIBRARY
What Color is Your Parachute? by Richard Nelson Bolles
The Very Quick Job Search by J. Michael Farr
Jobsmarts for Twentysomethings by Bradley G. Richardson
There are also many other books that can be found in the OSU or Stillwater Public Library.

INTERNET
www.jobweb.com– Career Web Assessment
www.keirsey.com – Keirsey Temperament Sorter II
www.explore.cornell.edu - Various assessments to choose from
www.jobhuntersbible.com/counseling/counseling.shtml - Assessments related to skills & interests
www.queendom.com – Sales Personality Test