

EXPLORING YOU - EXERCISE

Step 1

Look at the list of personality traits and characteristics. Circle the personality traits which best describe you. Try to be as honest as you can and not answer as you would like to be. Your first response is generally your best response; do not ponder any one question for too long.

This exercise will take about 20 minutes to complete.

Group 1 – Practical	Group 2 – Creative	Group 3 – Entrepreneurial
Rational	Imaginative	Ambitious
Practical	Intuitive	Risk Taker
Cautious	Inventive	Confident
Conventional	Original	Quick Minded
Pragmatic	Insightful	Persuasive
Methodical	Ingenious	Competitive
Reliable	Imaginatively Curious	Flexible
Industrious	Creative	Impulsive
Realistic	Enthusiastic	Energetic
Concrete	Complex	Resourceful
Sensible	Deep	Spontaneous
Systematic	Disorderly	Visionary
Routine	Innovative	Engaging
Consistent	Distracted	Enterprising
Technical	Expressive	Active
P _____	C _____	E _____

Group 4 – Social	Group 5 – Intellectual	Group 6 – Administrative
Patient	Analytical	Dominant
Sociable	Investigative	Structured
Empathetic	Intellectually Curious	Decisive
Generous	Critical	Efficient
Helpful	Challenging	Logical Problem Solver
Sensitive	Independent	Factual
Idealistic	Reserved	Competent
Dependable	Quiet	Tough
Cooperative	Logical	Clear
Emotional	Intelligent	Assertive
Loyal	Detached	Organised
Warm	Abstract Problem Solver	Strategic
Team Player	Incisive	Direct
Understanding	Sceptical	Fair
	Theoretical	Objective
S_____	I_____	A_____

Step 2

Score each circled or checked item as one point. Enter the total in the space below each column. Next, determine which column has the highest score and which column has the next highest score. These columns are the ones which best reflect your own personality and style.

Step 3

Read the interpretation below for each of the different personalities and styles and determine which roles would best suit your particular personality and style.

Practical Column

If you scored highest on the Practical Column, the following will generally be true of you:

- Value tradition and security
- Can be depended on to follow through on tasks
- Stable, practical and down to earth
- Dislike doing things which don't make sense
- Respect for facts and concrete information
- Appreciate structured and orderly environments
- Not naturally in-tune with other people's feelings
- Action -oriented "doers"
- Excellent trouble shooters, able to quickly find solutions to a wide variety of practical problems
- Hard working and dependable
- Generally do not like change; their motto is "if it ain't broke why fix it".
- Learn best "hands on".
- Interested in how and why things work
- Like to see immediate results for their actions
- Excellent memory for detail.

Individuals who have traits associated with the Practical Column are pragmatic and down to earth. They prefer working with the concrete and practical and like immediate results.

Possible career choices for the Practical Column are:

- ✓ Librarian
- ✓ Law Enforcement
- ✓ Accountant
- ✓ Carpenter
- ✓ Builder
- ✓ Engineering or science technician
- ✓ Mechanic
- ✓ Chef
- ✓ Auditor.

Creative Column

If you scored highest on the Creative Column, the following will generally be true of you:

- Creative and inspirational
- Enjoy generating creative and imaginative ideas
- Enjoy variety and new challenges
- Complex and deep
- Original and individualistic – don't fall into the mainstream
- Prefer to work alone, and may have problems working on a team
- Dislike dealing with details and routine
- Excellent verbal and written communication skills
- Extremely intuitive and perceptive about life
- Well-developed appreciation for aesthetic beauty
- Likely to be original and unconventional
- Hate being confined to strict schedules and regimens
- Need space and freedom to do things their own way.

Individuals who have traits associated with the Creative Column are drawn towards careers and professions that allow them to express their creative talents and insights. They are complex and deep and are sometimes seen as distracted and difficult to understand.

Possible career choices for the Creative Column are:

- ✓ Writer or editor
- ✓ Artist or entertainer
- ✓ Architect
- ✓ Marketing professional
- ✓ Musician or composer
- ✓ Interior designer
- ✓ Photographer
- ✓ Teacher in the arts.

Entrepreneurial Column

If you scored highest on the Entrepreneurial Column, the following will generally be true of you:

- Action-oriented
- Fast-paced and energetic
- Flexible and adaptable
- Resourceful
- Attracted to adventure and risk
- Like initiating things but not necessarily following through
- Creative and ingenious
- Bright and capable
- Great motivators of people
- Visionaries
- Natural leaders
- Excellent communication skills
- Enjoy generating ideas
- Dislike confining schedules and environments.

Individuals who have traits associated with the Entrepreneurial Column are outgoing and action-oriented. They are quick to spot opportunities and tend to live in the future of possibilities.

Possible career choices for the Entrepreneurial Column are:

- ✓ Public relations
- ✓ Marketing executive
- ✓ Business development
- ✓ Consultant
- ✓ Sales
- ✓ Corporate executive.

Social Column

If you scored highest on the Social Column, the following will generally be true of you:

- Strong value systems
- Warmly interested in people
- Service-oriented, usually putting the needs of others above their own
- Loyal and devoted to people and causes
- Strong people skills
- Sensitive and compassionate to people
- Highly principled
- Value people's feelings
- Get personal satisfaction from helping others
- Value harmony and are uncomfortable with conflict
- Work well in a team environment – cooperative and friendly
- Need approval from others.

Individuals who have traits associated with the Social Column are naturally people oriented. They enjoy working with people and using their people skills in a caring capacity. They are good team players being naturally co-operative and helpful and will look to bring harmony to any situation they work in.

Possible career choices for the Social Column are:

- ✓ Counsellor/social worker
- ✓ Teacher/professor
- ✓ Psychologist
- ✓ Psychiatrist
- ✓ Human resources manager
- ✓ Facilitator
- ✓ Medical/nursing
- ✓ Waitress/waiter
- ✓ Child care worker.

Intellectual Column

If you scored highest on the Intellectual Column, the following will generally be true of you:

- Good at working with complex theories and concepts
- Enjoy the world of ideas and concepts – may not always be practical
- Value originality
- Become bored easily
- Can concentrate for long periods of time
- Future oriented and strong strategist
- Reserved and detached from others
- Look to solve difficult challenging theories
- Strong insights and intuitions
- Have very high standards of performance
- Very logical and rational
- Independent and original – will resist strongly being controlled.

Individuals who have traits associated with the Intellectual Column are insightful and intuitive when it comes to seeing the bigger picture. They tend to live in the future and look for mental stimulation. They become bored easily and are always seeking new and complex challenges. They can work for long periods on complex ideas.

Possible career choices for the Intellectual Column are:

- ✓ Writer
- ✓ Scientist
- ✓ IT professional
- ✓ Solicitor/Barrister
- ✓ Researcher
- ✓ Management consultant
- ✓ Engineer
- ✓ Strategic planner
- ✓ University lecturer/professor.

Administrative Column

If you scored highest on the Administrative Column, the following will generally be true of you:

- Natural born leaders
- Like to be in control and take charge
- Are comfortable working in large organisations where they can use their organisational skills
- Won't shy away from making hard decisions
- Treat people fairly but may not always be sympathetic or understanding
- Well developed strategic brains
- Impatient with inefficiency and incompetence
- Excellent communication skills
- Self-confident
- Can be relied on in a crisis.

Individuals who have traits associated with the Administrative Column have strong organisational skills. They love structure and order and are very comfortable in a leadership role. They have a clear set of beliefs and standards that they live by. They are good trouble-shooters and problem solvers.

Possible career choices for the Administrative Column are:

- ✓ Business executive
- ✓ Accountant and financial director
- ✓ Management consultant
- ✓ Banker
- ✓ Engineer
- ✓ Business strategist.

Step 4

Based on the above descriptions are there any trends that you see coming through?

How does what you are currently doing reflect your own personality and style?

What changes might you need to make, if any?

This 'Exploring You' exercise was taken from
"Take Charge of Your Career...And Find a Job You Really Love!"
by Dr Corina Grace.

To order a copy, e-mail info@graceconsulting.ie

Critical Acclaim for the book:

"Whatever you do or have done, this is a great book to help you really take a look at yourself in the context of the world around you – and what you should do in it. At any time, people need help to realise their ambitions and skills, but never has this been more so than now. Corina Grace has put together in a single place much that is needed to support people at this time." – Mohan Yogendran, Partner, Rockpools, a UK market leader in executive recruitment, interim management and professional development

"Dr Grace has presented us with an engaging toolkit with her latest publication. Readers are effortlessly taken through a series of exercises which help calibrate your strengths, creating a roadmap allowing you to take control and plan your career. This very readable volume is a worthy investment in your career, and you can be confident it will yield long-term benefits." – Joe Ryan, Director, EMEA Human Resources, Johnson & Johnson

“Dr. Corina Grace has woven her career experiences and those of her clients into a practical guide. Timely, well constructed and extremely engaging, this workbook could change your life.” – Dr Paul Mooney, President, National College of Ireland

“This book is an essential guide for anyone not yet on the career ladder, anyone beginning their career, changing their career or even thinking about doing something different. This book will really help individuals to gain a greater degree of personal insight and understand how they can market themselves and create that mind-set for success!” – Denise Banks, Head of Learning & Development, Accenture

“This is a must read book for anyone who is serious about getting ahead in their life and their career. Packed with advice and complete with exercises and examples, Take Charge of Your Career is written for people both looking for work and for those already in a job – Brilliant.” – Dr. Alexandra Groess, Head of HR Allianz Re, Allianz Global Corporate & Specialty AG – Munich

Grace Consulting

“Dr Grace has the rare ability to combine depth and practicality. This book stimulates genuine self-insight at the same time as it gives you the practical wherewithal to get on with the job of sorting out your job.” – Chris Blakeley, Director, Waverley Learning (UK)

“If you really want to know why you are where you are at in your life or your career at the moment, read this. It will enlighten you as to how you got there ... and help you figure out how to get to wherever you want to go next.” – Alan Kelly, Managing Director, Data Ireland Limited

"In her role as a senior associate consultant with OPP, one of Europe's leading firms of business psychologists, Corina Grace has provided invaluable input on major senior level assignments. Corina brings many strengths, foremost being her ability to generate innovative, meaningful yet practical solutions based on her own extensive professional experience combined with her comprehensive knowledge of relevant academic research in the subject area. Knowing that this same combination prevails in her new book makes it a 'must read' for anyone who is considering a career move, or for those of us who are involved in advising others on career planning and development issues." – Dom Crotty M.Sc. (Mgmt.), County Manager, OPP Ireland

"Taking charge of your career plan is the single most important action you can take on the path to a successful and rewarding career. Corina has presented us with a well structured, challenging and enjoyable way to discover our ideal career route. The approach is built on the principle of the job fitting me rather than me fitting the job. This is a must read for job seekers, job changers or anyone who is taking time out to chart their careers plans." – Denis Kelly, Manager, HR Development Group, ESB Power Generation

"Forget the theory ... this is a sound practical workbook that will help anybody to take charge of and manage their career. Indispensable in these turbulent times, whether you are starting out, wanting to develop your career or are trying to get your career 'back on track'." – John O'Hehir, Strategic HR Director

"Warning: Reading this book could seriously enhance your career prospects!" – Mark Graham, Head of Employee Relations, An Post

"Corina brings a truly holistic and energetic approach to any project. I think it is wonderful that she has taken the time to share her wealth of experience, knowledge and insight in this way. We will all benefit from this very 'grounded workbook', from the individual seeking a 'best-fit job' to those of us involved in employee development and career planning." – Kate Costelloe, Head of Learning & Development, Beaumont Hospital

"Corina has a great insight into people and how they can work to their full potential in a work environment. Her process of deciding what one is most suited to is simply brilliant. Everyone should begin by finding out what they are good at and what they like doing, as it is the key to long-term success. Corina's book gets you to think about all these vitally important factors before you make a decision. It is not surprising that this formula leads to success as it is the secret of all success." – Rachel Naughton, Head of Corporate Business Development and Strategy, Corporate Banking Ireland, AIB