

This worksheet is designed to help you define the most optimal next steps in your career path and to devise a plan to help you reach your job search goals.

1. Skills and Occupations – *What are jobs you know can you do?*

2. Technical and Transferable Skills – *What do you want to do?*

3. Interests – *What are general industries or specific companies where you'd like to work?*

4. Location – *Where do you want to live?*

5. Core Competencies – *What are your areas of knowledge and on-the-job abilities?*

6. Personality Traits – *What are general traits that describe your character?*

What are some characteristics that describe your work style?

7. Translate – *How will your strengths, skills and interest benefit a future employer?*

Other Online Assessment Tools

Search for these online resources to help you answer the questions above and to provide other valuable insight for your job search.

OhioMeansJobs.com – career exploration tool

Myers-Briggs – personality test

MyNextMove – US Department of Labor – interests as they relate to work

MAPP Test – career test focusing on your likes and dislikes

MyPlan.com – planning tools with research and data

16Personalities – personality test

Holland Codes – careers based on personality type

Keirsey Temperament Sorter – personality by temperament

What Career is Right for Me? – career aptitude test