

*Discover your
God-given design...*



Career Analysis
Questionnaire

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

*for occupational
decision making*

Career Analysis Questionnaire

This Questionnaire is provided as a service to help you analyze your career situation. Work through it before taking the *Career Direct* assessment. **Do not return this questionnaire to us.** We know from experience it will be helpful for you to write your responses. Doing so will help you think through some of the issues you are facing. We highly encourage you to share and discuss your answers to these items with your career coach, mentor, or career counselor.

1. Are you entering or reentering the workforce? _____
2. What do you do in your current (or most recent) occupation? (Briefly describe your job.) _____

3. How did you get involved in this occupation? _____

4. What were your reasons for choosing this occupation? _____

5. What do you like best about your job? _____

6. What do you like least about your job? _____

7. How would your employer evaluate your job performance? How would your fellow workers evaluate it? _____

8. Please list jobs or functions you performed in previous occupations at which you excelled. Determine if there is a pattern of kinds of work or tasks that have provided the most satisfaction. _____

9. Why are you motivated to go through a career evaluation/guidance program at this time? _____

Career Analysis Questionnaire

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

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

12. Are you willing and able to relocate for the “right” opportunity? _____

13. Are you in a significant spiritual struggle at this time, or is your daily walk with the Lord in good order? _____

14. Are there any underlying, noncareer issues that are causing you concern at this time? What are they? _____

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

16. 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? _____

17. What are your strongest talents? (Briefly explain.)
- a. _____

- b. _____

- c. _____

Career Analysis Questionnaire

18. What are your weak areas? (Briefly explain.)
- a. _____

- b. _____

- c. _____

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

20. What job would you enjoy doing most? _____

21. Which of the following will affect your career decisions?
- ____ Proximity to family ____ Current financial condition
____ Access to education/training ____ Effect on children
- Comments: _____

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

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

24. Is your faith strong enough at this point so that you would step out into a new occupational endeavor? _____

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

The questions above may highlight areas that need attention. Seek help, as appropriate, for any noncareer issues that might be affecting your career decisions.