

IDENTIFY YOUR SKILLS: ASSESSMENT ACTIVITY

Why do we begin the process of job hunting by asking you to “Identify your skills”? The primary reason is that successful job hunting requires you to spend valuable time doing things, such as gaining additional education, looking for job postings, researching occupations, polishing your resume and other such activities. You are spending your valuable time. Why not spend time **FIRST** formulating a clear vision of what it is you are seeking? This requires taking a good look at where you are now, so that you can better design where it is you want to go.

There are many resources in books and on the internet that will help you with assessment tools. One of the best free assessment tools is **The Riley Guide**. Visit the guide by going to the following link:

<http://www.rileyguide.com/assess.html>

After you have explored this site, answer the following questions:

1. Why is it important to understand your interests, values and personality style when planning your career? Give at least three reasons
2. Name two resources you can use to help match your interests, values and skills to specific occupations?
3. Write three sentences that explain what your “dream job” would be. Be specific as to occupation, salary, location of job and working conditions. Did your view of your “dream job” change after you used the “self assessment” tools on this page?

