



THE AMBOSELI GROUP
HELPING OTHERS ACHIEVE MORE

CAREER EVALUATION GUIDE

This guide provides a structured framework to help you critically assess your current career trajectory and identify areas for potential growth and advancement.

Name

Date

INSTRUCTIONS

On a scale of 1 to 5, what is your current job satisfaction level?

Very Dissatisfied	Dissatisfied	Neither Satisfied or Dissatisfied	Satisfied	Very Satisfied
1	2	3	4	5

Take a moment to reflect on your current professional situation by answering the following questions. These will help you evaluate your job satisfaction, understand your skill sets, and ensure your career aligns with your personal values.

1. Job Satisfaction:

- How fulfilled do you feel in your current role?

- What aspects of your job do you enjoy the most and the least?

- Do you feel that your contributions are valued by your organization?

2. Skill Set:

- What are your strongest skills and how do they contribute to your success at work?

- Are there skills you need to develop to perform better in your current role or to advance?

- How often do you have opportunities to use your best skills?

3. Career and Personal Values Alignment:

- Does your current job align with your core personal values?

- In what ways does your career contribute to your personal growth?

- Are your work demands compatible with your desired lifestyle?

EXPLORING NEW CAREER OPPORTUNITIES

If your assessment reveals a misalignment or a desire for change, consider the following strategies to explore new opportunities:

- **Research:** Start by researching industries and roles that align with your interests and values. Utilize resources like industry blogs, professional associations, and career websites.
- **Informational Interviews:** Reach out to professionals in fields of interest for informational interviews. This can provide insider insights and help gauge if a potential shift fits your career aspirations.

Action Steps for Developing a Career Advancement Strategy

Developing a clear strategy is essential for career advancement. Follow these steps to create your plan:

- **Set Clear Objectives:** Define what success looks like in your terms, whether it's a promotion, a new job, or a career change.
- **Identify Gaps:** Based on your self-assessment, identify any gaps in your skills or experience that could hinder your progress.
- **Skill Development:** Plan for training or education to bridge gaps. This might include workshops, courses, or self-study.
- **Timeline:** Establish a realistic timeline for achieving your goals, with specific milestones to guide your progress.

YOUR NETWORK IS YOUR NETWORTH

Effective networking is crucial for career advancement.

Here are some tips to enhance your networking efforts:

- **Be Proactive:** Don't wait for opportunities to come to you. Attend industry events, join professional groups, and participate in forums.
- **Offer Value:** Networking is a two-way street. Think about how you can help others while seeking assistance. Sharing information and support builds stronger connections. Don't go with the mindset of what's in it for me. People want to help those who are being authentic and can help them too.
- **Follow Up:** Always follow up with new contacts with a thank you note or a message. Reference something discussed during your interaction to show your interest and intention. Keep the connection alive by checking in periodically or sharing articles and events of mutual interest.

By following the steps outlined in this Career Evaluation Guide, you can gain a deeper understanding of your current career position and take proactive steps towards a fulfilling career path that aligns with your skills and values. Remember, the key to a successful career is continuous learning and networking.

NOTES SECTION

Stay in Touch



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