

# Career Readiness Self-Assessment

	100% YES!	50%- 75% FUZZY	Below 50% HUH?
<p><b>I Know What I Want</b></p> <ul style="list-style-type: none"> <li>• My talents and passions are aligned.</li> <li>• I am clear about what I want and need from a job/career.</li> <li>• I know and can articulate what motivates and drives me.</li> <li>• I know my likes and dislikes in a working environment.</li> <li>• I have researched my ideal positions and know they are what I want.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>Companies</b></p> <ul style="list-style-type: none"> <li>• I am clear about the size and type of company best suited for me and why.</li> <li>• I know the industries that have the types of positions I want.</li> <li>• I am willing to move anywhere for the right position and company.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>Networking</b></p> <ul style="list-style-type: none"> <li>• I have my one to two minute 'elevator' pitch.</li> <li>• I am comfortable networking in-person and on-line.</li> <li>• I am comfortable cold and warm calling and emailing people.</li> <li>• I have a current LinkedIn profile.</li> <li>• I know how to effectively use LinkedIn to network.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>Confidence</b></p> <ul style="list-style-type: none"> <li>• I believe in myself, my value, and my talents.</li> <li>• I know I will be a strong contributor wherever I work.</li> <li>• I have the confidence to ask for help when I need it.</li> <li>• I know how to make a great first impression.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>Competence</b></p> <ul style="list-style-type: none"> <li>• I have the necessary technical skills for the positions I seek.</li> <li>• I know and can articulate my strengths.</li> <li>• I know my value proposition and know how to effectively communicate it on my resume.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

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<p><b>Commitment to Personal Growth</b></p> <ul style="list-style-type: none"> <li>I am comfortable receiving constructive feedback.</li> <li>I am self-aware.</li> <li>I do not take feedback personally.</li> <li>I look at every situation as a learning experience.</li> <li>I am continually seeking ways to develop and grow.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><b>Resume</b></p> <ul style="list-style-type: none"> <li>I customize my resume based on the position for which I am applying.</li> <li>My resume is clear, compelling, and clearly communicates my value through my experiences.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

**Scoring**

	100	50% - 75%	Below 50%
	YES!	FUZZY	HUH?
<b>Points</b>	3	2	1

**Total Score**

73 – 81 = You are ready!

65 – 72 = Almost there.

57 – 64 = Moving in the right direction.

27 – 56 = Lots to do, but with focus and commitment, you will succeed.

*\*Take a look at the areas where you marked fuzzy or huh and make a plan to work on those areas.*