

Name:

.....

Educational Level:

.....

Contact Phone No.:

.....

Date:

.....

CAREER DISCOVERY

The Gift of Giving

A
Pathfinders Educational Trust
Publication

Pathfinders Educational Trust

Copyright © 2011 by Pathfinders Educational Trust

All rights reserved. This book may not be reproduced in whole or in part, stored in a retrieval system or transmitted in any form or by any means, whether electronic, mechanical or photocopying, recording, or otherwise, without the prior written permission of the publisher.

Cover and Layout Designs by Prince Boakye-Yiadom

Printed by
HIS PRESENCE PUBLICATIONS
UPO Box 584, KNUST
Kumasi, Ghana
TEL: +233 24 693 2808/+233 24 696 2215

Published by:
PATHFINDERS EDUCATIONAL TRUST

The authors and Pathfinders Educational Trust (PET) do make no representations or warranties with respect to the accuracy or completeness of the contents of this booklet. We wish to specifically disclaim all warranties, including without limitation warranties of fitness for a particular purpose.

What Next?

Hopefully you have been able to identify one or two careers which are appealing to you and you would wish to pursue one of them and make it a career goal. Having a career goal is one of the most important decisions you can make in life. You need to know more about the career you have chosen and especially what the occupational values and physical work conditions are like. You need also to know whether you have the character traits that would suit the overall demands of the work. Your counsellor will help you to find these things out for yourself as you take a final decision to get a career goal for life. Please make an appointment to meet with him or her.

When you have finally made a career goal, our next series of publications on careers will guide you about the courses you must pursue to be trained and equipped with the knowledge and skills you need to become a star in that career or profession.

Our prayer is that God will be your guide as you move to the next stage of the counselling.

Summary of my findings

After going through the list of careers outlined in this booklet I find the following careers to be of great interest to me. These are:

1.
2.

I would like to find out more about these careers so that I make one my Career Goal for my life.

Acknowledgements

A lot of work has been done in the area of career guidance and counselling. This effort to help the youth of Ghana especially in the area of career guidance is based on foundational research work which has been done elsewhere in the world. The authors of this work have developed this booklet based on the works of Don and Katie, and Farr and Shatkin (New guide for Occupational Exploration)

We are grateful to all who generously helped during the field-testing of this material to ensure that it is fit and appropriate for all users.

Table of Contents

Acknowledgements.....	iii
Welcome Note to Users	v
Career Categories	v
The Gift of Giving	1
Careers for Gift E	2
1. Agriculture and Natural Resources	2
2. Architecture and Building Construction	3
3. Art and Communication	3
4. Business and Administration	4
5. Education and Training	5
6. Finance and Insurance	7
7. Government and Public Administration	8
8. Health Science	9
9. Hospitality, Tourism and Recreation	11
10. Human Service	11
11. Information Technology	12
12. Law and Public Safety	12
13. Manufacturing	13
14. Retail & Wholesale Sales and Service	14
15. Scientific Research, Engineering and Mathematics	14
16. Transportation, Distribution and Logistics	15
Summary of my findings	16
What Next?	17

16. Transportation, Distribution and Logistics

You desire to help the smooth movement of people and materials from one place to another. You can drive or pilot a vehicle, manage a transportation service or help keep vehicles on their assigned schedules and routes.

- » Dock Worker HP
- » Truck Driver HP
- » Automobile Dealer VP
- » Bus Driver VP
- » Air Plane Pilot P

14. Retail & Wholesale Sales and Service

You are good at persuading others to believe an opinion. By using sales and promotional techniques you may enjoy selling in any field of interest. You could also pursue a career in customer care service if you prefer to help people buy or sell.

- » Retailer HP
- » Salesman HP
- » Wholesaler HP

15. Scientific Research, Engineering and Mathematics

You love to discover, collect and analyse and apply information about the natural world, you can work as a researcher in any field of interest to solve life's problems. You could study engineering and help create new machines, structures and processes.

- » Economist HP
- » Mathematician VP
- » Anthropologist P
- » Astronomer P
- » Biologist P
- » Chemist P
- » Philosopher P
- » Research Scientist P
- » Researcher P
- » Scientist P
- » Archaeologist P
- » Home Economist VP
- » Geologist VP
- » Hydrologist
 - Materials Scientist

Welcome Note to Users

Having discovered your major gifting, the next step in the Career Guidance exercise is that you are guided to discover the careers that are associated with your gift. With the help of your counsellor you are to prayerfully select a career which you can make your goal. This particular booklet is designed for those whose primary gift is Giving.

The suggested careers for this have been listed under 16 categories below. Some of the categories may be of special interest to you. Beside most of the careers listed you will find the indications to show the degree or certainty of recommendation—HP (Highly Possible), VP (Very Possible) and P (Possible).

We have tried to explain your gifting and the categories under which various careers have been listed.

It is hoped that by the time you finish going through this booklet you will be ready to make your career goal that will lead you to the next stage: discovering the programs or areas of study that you must pursue to achieve your career goal.

Career Categories

1. Agriculture and Natural Resources
2. Architecture and Building Construction
3. Art and Communication
4. Business and Administration
5. Education and Training
6. Finance and Insurance
7. Government and Public Administration
8. Health Science
9. Hospitality, Tourism and Recreation
10. Human Service
11. Information Technology
12. Law and Public Safety
13. Manufacturing
14. Retail & Wholesale Sales and Service
15. Scientific Research, Engineering and Mathematics
16. Transportation, Distribution and Logistics

- Emergency Management Officer
- Fire Investigator
- » Criminologist P
- » Criminal Investigator
- » Judge P
- » Lawyer P
- » Military Officer P
 - Air Crew Officer
 - Aircraft Launch and Recovery Officer
 - Armoured Assault Vehicle Officer
 - Artillery and Missile Crew Officer
 - Command and Control Center Officer
 - Infantry Officer
 - Radar and Sonar Technician
 - Special Force Officer

13. Manufacturing

Your interest is in processing raw materials into intermediate or finished products by using machines and hand tools. You can work in industry, utility companies and related agencies, cutting and grinding metal and plastic parts into shapes, assembling, moving, installing, or repairing devices. You could manage workers in this field if leadership appeals to you.

- » Electrician HP
- » Manufacturer HP
- » Metal Worker HP
- » Technician HP
- » Toolmaker HP
- » Welder HP
- » Assembly Line Worker VP
- » Heavy Equipment Operator VP

Counselling, social work, religious work, taking care of children or the elderly as well as investigating to identify the social needs of others are possible career areas for you.

- » Evangelist HP
- » Janitor HP
- » Missionary HP
- » Childcare Provider VP
 - Baby Sitter
- » Funeral Director VP
- » Guidance Counsellor P
- » Clinical Psychologist
- » Marriage and Family Counsellor
- » Mental Health Counsellor
- » Rehabilitation Counsellor
- » Religious Education Director P
- » Theologian P

11. Information Technology

You are interested in designing, developing, managing and supporting information systems. You can work with hardware, software, multimedia, or integrated systems, helping resolve complex problems as a software engineer or systems analyst, servicing computers, machines like ATMs, cash registers, etc.

- » Computer Programmer VP
- » Computer Operator VP

12. Law and Public Safety

You love to uphold people's rights, protect life and property by using authority and enjoy inspecting or investigating. You can work in law, law enforcement, fire fighting, military, crime investigation and other related fields.

- » Fire Fighter VP

The Gift of Giving

The giver has an inner motivation and desire to share in love and concern for the needy by giving of himself, his material goods and money. He provides for the specific needs of people.

Careers for Gift E

1. Agriculture and Natural Resources

With scientific curiosity in this field, one can work or study in the area of farming, fishing, mining, landscaping, forestry and other related areas. If you have management ability, you can pursue business in these fields.

- » Farmer HP
- » Miner HP
 - Mining Engineer
 - Mining Safety Engineer
 - Continuous Mining Machine Operator
 - Construction Driller
 - Driller (Oil and Gas)
 - Excavating and Loading Machine Operator
 - Explosive Worker/Blasting Experts)
 - Extraction Site Worker
 - Loading Machine Operator (Underground Mining)
 - Mine Cutting and Channelling Machine Operator
 - Rock Splitter (Quarry)
 - Roof Bolter (Mining)
 - Drill Operator (Oil and Gas)
 - Maintenance Technician (Oil and Gas)
 - Service Oil Operator (Oil, Gas and Mining)
 - Shuttle Car Operator
 - Well and Core Drill Operator
 - Wellhead Pumper
- » Agricultural Worker VP
 - Agricultural Crop Farm Manager
- » Botanist VP
 - Park and Gardens Manager
 - Horticultural Worker
 - Plant Scientist
- » Fisherman VP
- » Forest Ranger VP

- » Dietician P
- » Engineer P
- » Dentist P
- » Optometrist P
- » Psychiatrist P
- » Speech Therapist P
- » Surgeon P

9. Hospitality, Tourism and Recreation

You concern yourself with the personal needs of others, such as hygiene, good food and drink, comfortable lodging away from home and recreation. Services in hotels, restaurants, airplanes, beauty parlours, etc. are areas to satisfy this interest. Enjoy sports or games? Work for an athletic team.

- » Janitor HP
- » Landscaper HP
- » Travel Agent HP
- » Waiter/Waitress HP
- » Barber/Beautician VP
- » Cook VP
 - Baker (Bread, Pastries)
 - Butcher
 - Chef
 - Cook (Fast Food)
 - Cook (Institution, Cafeteria and Restaurant)
 - Food Preparation Assistant
- » Flight Attendant VP
- » Hotel Manager P
- » Model P

10. Human Service

Your priority is helping others improve their social, mental, emotional or spiritual well-being.

- Embalmer
- Environmental Health Officer
- » Dental Hygienist VP
 - Oral and Maxillofacial Surgeon
 - Orthodontist
 - Prosthodontist
- » Doctor VP
- » Nurse (Registered Nurse) VP
 - Registered General Nurse
 - Registered Mental Nurse
 - Mid-wife
 - Community Health Nurse
 - Nursing Assistant
 - Peri-Operative Nurse/Theatre Nurse
 - Nurse Tutor
 - Critical Care Nurse
 - Ophthalmic Nurse
 - Public Health Nurse
 - Psychiatric/Mental Nurse
 - Nurse Administrator
 - Nurse Clinician
 - Nurse Anesthetics
- » Medical Technologist VP
 - Biological Technician
 - Cardiovascular Technologist/Perfusionist
 - Cardiovascular Technician
 - Medical Laboratory Technician
 - Clinical Laboratory Technician
 - Medical Laboratory Technologist
 - Clinical Laboratory Technologist
 - Medical Records and Information Assistant
 - Optician Assistant
 - Orthotist/Prosthetist
 - Radiologic Technician
 - Radiologic Technologist
- » Nutritionist VP
- » Chiropractor P

- » Meteorologist VP
- » Conservationist P
- » Geographer P
- » Taxidermist P

2. Architecture and Building Construction

With the ability to organise and plan, create and fix hardware, you can work as an architect, draftsman, plumber, carpenter, mason, painter, electrician and other areas related to designing, assembling and maintaining components of buildings and other structures.

- » Carpenter HP
 - Furniture Finisher P
 - Wood Designer P
- » Contractor HP
 - Foreman
 - Construction Trades Worker
 - Prefabricated Home and Structure Installer
- » Mason HP
- » Mechanic HP
- » Builder VP
- » Architect P
 - Draftsman Architect
- » Electrician HP
 - Draftsman (Electrical)

3. Art and Communication

Do you love to creatively express your feelings or ideas, communicate news or information and perform? Writing, editing, journalism, public relations, acting, music or dance, painting, sculpture, ceramics or design products or visual displays, photography, broadcast production or dispatching are the career areas for you.

- » Actor HP
- » Advertising Executive VP
- » Auctioneer VP
- » Fashion Designer VP
- » Florist VP
- » Industrial Designer VP
- » Interior Decorator VP
- » Musician VP
- » Air Traffic Controller P
- » Artist P
- » Composer P
- » Commercial Artist P
 - Commercial and Industrial Designer
 - Exhibit Designer
 - Merchandise Displayers
 - Set Designer
 - Metal Product Designer
 - Make-up Artist (Theatrical and Performance)
- » Journalist P
- » Proof-Reader P
- » Public Relations Officer P
- » Radio/TV Announcer P
- » Radio/TV Producer P
- » Reporter P
- » Writer P
 - Copy Writer
 - Creative Writer
 - Technical Writer
 - Poet and Lyricist

4. Business and Administration

You love to see a business organisation function smoothly, to work with others, or have an interest in numbers, you can work with an NGO or government agency. Human resources,

- Environmental Compliance Inspector (Town Council Officer)
- Equal Opportunity Representative or Officer
- Financial Examiner
- Fire Inspector
- Fish Warden
- Government Property Inspector or Investigator
- Game Warden
- Immigration Inspector
- Licensing Examiner
- Marine Cargo Inspector
- Mechanical Inspector
- Motor Vehicle Inspector
- Nuclear Monitoring Technician
- Occupational Health and Safety Specialist
- Pressure Vessel Inspector
- Railroad Inspector
- Tax Examiner
- Tax Collector
- Revenue Agent
- » Politician P
- » Public Administrator P
- » Court Clerk
- » Court Reporter
- » License Clerk
- » Municipal Clerk

8. Health Science

You love to provide healthcare needs of people and animals. You can work as a doctor, specialising in a particular part of the body or be a generalist, a therapist, or nurse. With an interest in technology, X-rays and new methods of diagnosis are possible career areas.

- » Paramedic HP
 - Orderly/ Ward Assistant
 - Athletic Trainer

- Sales Agent, Securities and Commodities
- » Market Researcher/Analyst P
 - Appraiser, Real Estate
 - Assessor
 - Claims Examiner, Property and Casualty
 - Cost Estimator
 - Credit Analyst
 - Financial Analyst
 - Insurance Adjuster, Examiner and Investigator
 - Insurance Appraiser, Auto Damage
 - Insurance Underwriter
 - Loan Counsellor
 - Loan Officer
 - Market Research Analyst
 - Survey Researcher

7. Government and Public Administration

Do you want to help government provide the needs of the public? You can serve in such areas that contribute to the role of government: public protection, law enforcement, clerical services and development planning, public sector management and related areas.

- » Civil Servant VP
- » Ambassador P
- » City Planning Officer P
 - Urban Rural Planner
- » Hospital Administrator P
- » Inspector P
 - Police Detective
 - Police Patrol Officer
 - Agricultural Inspector
 - Aviation Inspector
 - Child Support, Missing Persons and Unemployment Insurance Fraud Investigator
 - Customs Inspector

accounting, finance, budgeting and financial record keeping and related areas are possible career areas for you.

- » Bookkeeper HP
 - Tax Preparer
 - Data Entry Keyer
- » Business Owner HP
- » Buyer HP
- » Clerk
 - Brokerage Clerk
 - Correspondence and File Clerk
 - Office Clerk, General
 - Order Clerk, Wholesale and Retail Sales
 - Postal Service Clerk
 - Procurement Clerk
 - Production, Planning and Expediting Clerk
 - Shipping, Receiving and Traffic Clerk
 - Gen Billing, Cost and Rate Clerk
 - Payroll and Timekeeping Clerk
 - General Stock Clerk
- » Office Worker HP
- » Accountant VP
- » Automobile Dealer VP
- » Department Store Manager VP
- » School Administrator P

5. Education and Training

You love to teach other people. You can specialise in a particular academic area and choose a particular student group, such as children, youth, retirees and the physically challenged. You can also work in a library, museum where you would help others to expand people's understanding of the world.

- » Teacher (Business Education) HP
- » Religious Education Director P
- » College Professor P

- Instructor (Remedial Education)
- Cultural Studies Teacher (Postsecondary/Tertiary)
- Art Teacher (Postsecondary/Tertiary)
- Drama Teacher (Postsecondary/Tertiary)
- Music Teacher (Postsecondary/Tertiary)
- Physical Science Teacher (Postsecondary/Tertiary)
- Biological Science Teacher (Postsecondary/Tertiary)
- Business Teacher (Postsecondary/Tertiary)
- Chemistry Teacher (Postsecondary/Tertiary)
- Computer Science Teacher (Postsecondary/Tertiary)
- Communications Teacher (Postsecondary/Tertiary)
- Economics Teacher (Postsecondary/Tertiary)
- Education Teacher (Postsecondary/Tertiary)
- Engineering Teacher (Postsecondary/Tertiary)
- English Language And Literature Teacher (Postsecondary/Tertiary)
- Environmental Science Teacher (Postsecondary/Tertiary)
- Foreign Language and Literature (Postsecondary/Tertiary)
- Forestry and Conservation Science Teacher (Postsecondary/Tertiary)
- Geography Teacher (Postsecondary/Tertiary)
- Health Science Teacher (Postsecondary/Tertiary)
- History Teacher (Postsecondary/Tertiary)
- Food Science/ Home Economics Teacher (Postsecondary/Tertiary)
- Law Teacher (Postsecondary/Tertiary)
- Mathematical Science Teacher (Postsecondary/Tertiary)
- Nursing Instructor and Teacher (Postsecondary/Tertiary)
- Philosophy and Religion Teacher (Postsecondary/Tertiary)
- Physics Teacher (Postsecondary/Tertiary)
- Political Science Teacher (Postsecondary/Tertiary)
- Psychology Teacher (Postsecondary/Tertiary)
- Social Work Teacher (Postsecondary/Tertiary)
- Sociology Teacher (Postsecondary/Tertiary)
- Vocational Education Teacher (Postsecondary)
- » Teacher (Art) P

- » Teacher (Drama) P
- » Teacher (English) P
- » Teacher (Home Economics) P
- » Teacher (History) P
- » Teacher (Music) P
- » Theologian P
- » Librarian VP
 - Library Science Teacher (Postsecondary/Tertiary)
 - Librarian Assistant
 - Library Technician
- » Curator P
- » Archivist
- » Museum Technician
- » Audio-Visual Collections Officer

6. Finance and Insurance

Your greatest desire is to ensure that businesses have financial security. To find satisfaction, you can play a managerial role in this field. If you like gathering and analysing information, you can work as a financial analyst or insurance adjuster, banker, insurance agent or customer care provider.

- » Auditor HP
- » Bank Teller HP
- » Banker HP
- » Business Consultant HP
- » Investment Fund Manager HP
- » Cashier/Checker VP
- » Marketing Executive VP
- » Life Insurance Agent P
 - Advertising Sales Agent
 - Insurance Sales Agent
 - Personal Financial Advisor
- » Sales Agent, Financial Services