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**8 Qualities of Overseas Employees\***

Overseas employees will demonstrate the following characteristics **essential** for being a **successful** member of the United States Embassy, Consulate, or Mission team:

* **Composure and Integrity**.To stay calm, poised, and effective in stressful or difficult situations; to be fair and honest.
* **Cultural Adaptability**. To work and communicate effectively and respectfully with others who are different (i.e. different gender, race, culture, sexual orientation, or religion); to recognize and respect differences.
* **Change and Initiative.** To accept change in the workplace; to accept work assignments and persist in their completion to a high standard.
* **Experience and Motivation.** To demonstrate knowledge and skills gained from previous experience; to express motivation for joining the United States Embassy, Consulate, or Mission.
* **Information Integration and Resourcefulness.** To absorb local and United States Government rules and regulation and apply them to work situations; to resolve problems using available resources and within the rules/regulations provided.
* **Tactfulness.** To speak and write respectfully as a representative of the United States Embassy, Consulate, or Mission.
* **Planning and Organizing**. To prioritize and order tasks effectively to maximize efficiency.
* **Working With Others**. To interact in a cooperative and harmonious way; to work effectively as a team player; to establish positive relationships.

\*Based on the 13 Dimensions - Foreign Service Officer Qualifications; adapted for Overseas Employees.