

PERSONALITY

Prominent Traits

- **Simple, humble** and **polite** so as not to hurt or offend anyone
- **Conform** to rules and regulations
- Tend to be a **peacemaker**
- Willing to **work long and hard** to deliver results
- Prefer to **avoid overly competitive** situations
- **Even-tempered, friendly and sympathetic** towards others
- **Believe in contribution** more than reward and tend to move away from the limelight

Sub Traits

- Highly **analytical**
- Extremely thorough, **organized** and **systematic**
- Love excavating and doing **research**
- Prefer privacy & generally **reserved**
- **Process & detail oriented**
- Value **information, logic and accuracy**
- Good at **micro-management**
- **Methodical** and love to follow a protocol
- Highly **punctual**

STRENGTHS (OPPORTUNITIES)

Prominent Traits

- **Flexible** and can **adapt** to any situation
- Believe in **maintaining relations** and have a caring attitude towards all
- Respectfully **consider the thoughts and feelings** of others
- Respond **empathetically** in difficult and stressful situations and seen as **dependable and trustworthy**
- Work **steadily and patiently** and follow the work till completion
- **Good team players**
- Help resolve conflicts and **bind people** together

Sub Traits

- **Excellent problem solver** due to high analytical skills
- **Keen observer** and good at identifying faults
- Yearn for **perfection**
- Focus on **accuracy, quality and precision** and have the ability to control the work
- Take the **minutest details** into consideration while at work
- **Critical thinkers**, having a rational approach
- **Good management** skills

WEAKNESS (AREAS OF IMPROVEMENT)

Prominent Traits

- Highly **emotional** and take long hours to share their feelings
- **Get offended very easily** and express unhappiness by keeping quiet for long hours
- Often **get caught up in the act of serving others** and tend to forget own self, leading to a burnout feeling
- Find it **difficult to move out of comfort zone** and resist change, therefore may be seen as stubborn
- Most **uncomfortable with aggressive people** and project unpleasantness by keeping quiet or avoiding their company
- Routine work is comfortable and adds to sense of security whereas, off-beat routine creates stress
- Find it very **difficult to say No**
- Cannot cope with disapproval
- Cannot handle pressure and delay the action
- **Over accommodating** and **overly tolerant**
- Doing work on others behalf

Sub Traits

- May seem to be confused due to a **dual thought process**
- Being bound by research may **take a longer time to make a decision**
- Considers even the minutest details which may result in losing on an opportunity
- Due to fault finding attitude, may be considered **overly critical** by others
- May seem to be **fussy** and find difficulty in adapting with imperfection
- Very **sensitive and conscious with words**
- May **overthink** and worry too much
- May not understand others situation and **lose the big picture**
- Doing the job right, rather than doing the right job

COMMUNICATION

Prominent Traits

- Open & indirect
- Pleasant
- Soft spoken
- Use sugar coated language
- Patient
- Good listener
- Co-operative

Sub Traits

- Self-contained and indirect
- Precise
- Slow and systematic
- Critical
- Intuitive
- Needs validation for every statement
- Understands through facts, figures, data
- Participate in serious and deep conversations

BEST SUITED ROLES

Prominent Traits

- **Collaborative, diplomatic and excellent team player** – Value others and their contributions
- Good Follower

Sub Traits

- Rule setters
- Very good critics



ENVIRONMENT

Prominent Traits

- **Relaxed** – Prefer stable work environment that provide predictable and clearly defined responsibilities
- Informal
- Personal and casual
- Friendly

Sub Traits

- Organized
- Formal
- Conservative
- Orderly and structured

MOTIVATING FACTOR

Prominent Traits

- People and relationships
- Attention
- Appreciation

Sub Traits

- Task
- Process
- Accuracy
- Credibility



DECISION MAKING

Prominent Traits

- Dependent on very close and trustworthy set of people

Sub Traits

- Dependent on facts and data

RISK TAKING

Prominent Traits

- Limited risk takers

Sub Traits

- Calculated risk takers

CONFLICT MANAGEMENT

Prominent Traits

- Submit and accept with reluctance but without protest
- Avoid conflicts and may react emotionally

Sub Traits

- Avoid and withdraw from confrontation
- Resolve conflicts using justice and logic



FEARS

Prominent Traits

- Unplanned change
- Loss of stability or security
- Confrontation

Sub Traits

- Criticism of work
- Embarrassment
- Out of control emotions

CANNOT HANDLE

Prominent Traits

- Insensitivity
- Impatience

Sub Traits

- Surprises
- Unpredictability