



Decision-Making Worksheet

What Is Your Work-Style Personality?

It would be useful for you to consider a number of work values critical to the process of career selection, particularly in the areas of work conditions, work purposes, and work relationships. Rate how you value the following work values as either very important in my choice of career (VI), somewhat important in my choice of career (SI), or unimportant in my choice of career (UI).

Work-Style Factor	Your Rating of Importance		
	VI	SI	UI
1. Work Conditions			
Independence and autonomy			
Time flexibility			
Change and variety			
Change and risk			
Stability and security			
Physical challenge			
Physical demands			
Mental challenge			
Pressure and time deadlines			
Precise work			
Decision making			
2. Work Purposes			
Truth and knowledge			
Expertise and authority			
Esthetic appreciation			
Social conditions			
Material gain			
Achievement and recognition			
Ethical and moral			
Spiritual and transpersonal			
3. Work Relationships			
Working alone			
Public contact			
Close friendships			
Group membership			
Helping others			
Influencing others			
Supervising others			
Controlling others			

For additional values clarification, go back to the list and *circle the activities* that you want to do more often. The goal is to match your highest work-style values to career choices with similar work-style requirements.

Source: Adapted from D. C. Borchard, J. J. Kelly, and N. P. K. Weaver, *Your Career: Choices, Chances, Changes* (Dubuque, IA: Kendall/Hunt, 1990), Chapter 11.