Your Career Resources

Comprehensive Personal Report

Employee Version

EXAMPLE

This is an excerpt from an exmple of the Comprehensive Personal Report.

The complete report involves information about all career resources 23 pages.

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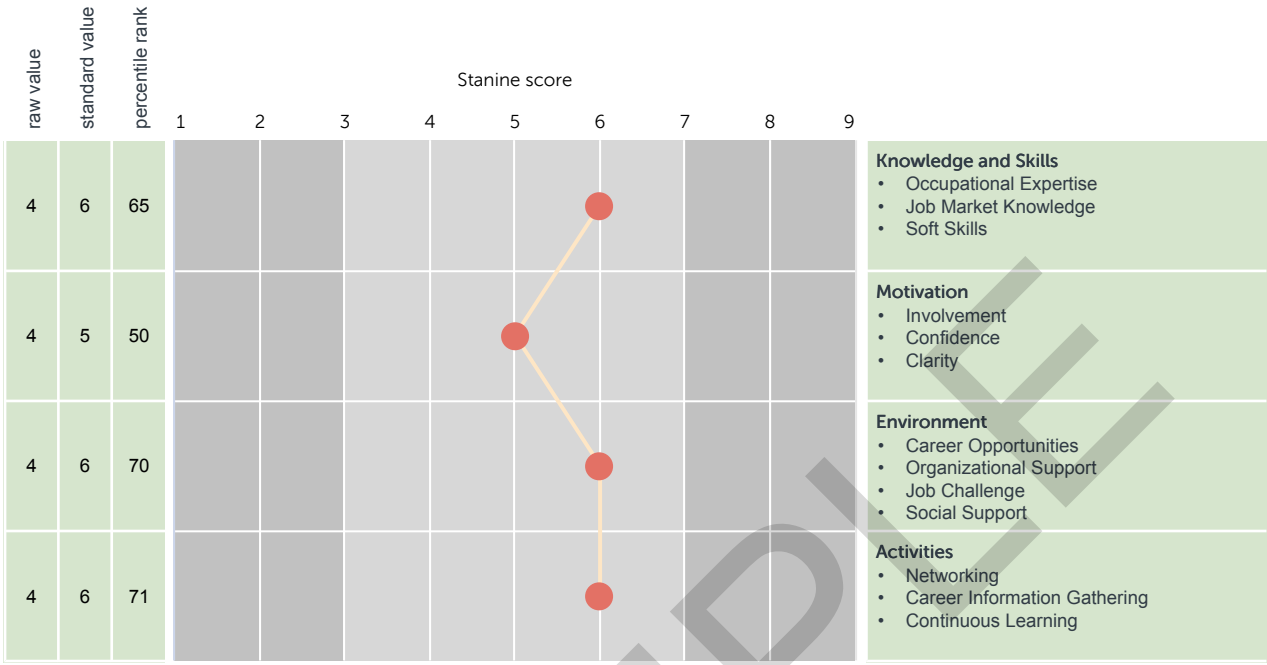
University of Bern, Institute of Psychology, Department of Work and Organizational Psychology

This report is based on the results of the *Career Resources Questionnaire*.
The questionnaire is accessible on the website: www.cresogo.com/CRQ

PROFILE SHEET:

OVERWIEV OF THE FOUR BROAD CATEGORIES

Reference group: working adults (total norm)



EXAMPLE

Knowledge and Skills

The knowledge and skills career resources include three components: occupational expertise, job market knowledge, and soft skills. Overall, this domain describes aspects of knowledge and skills which are essential for a successful career. These resources are essential to meet performance requirements for a specific job. Knowledge and competencies are strongly linked to objective career success, for example higher salary, more promotions and higher prestige in a job.

Your result: value **6** on a scale from 1 to 9
Your resources in this domain are developed on a **average** level.

Motivation

The motivational career resources include three components: involvement, confidence, and clarity relating to one's own career. Overall, this domain describes aspects of the personal motivation that are essential for a successful career. In particular, motivational career resources are strongly related to subjective career success, for example career satisfaction, but they are also important for objective career success.

Your result: value **5** on a scale from 1 to 9
Your resources in this domain are developed on a **average** level.

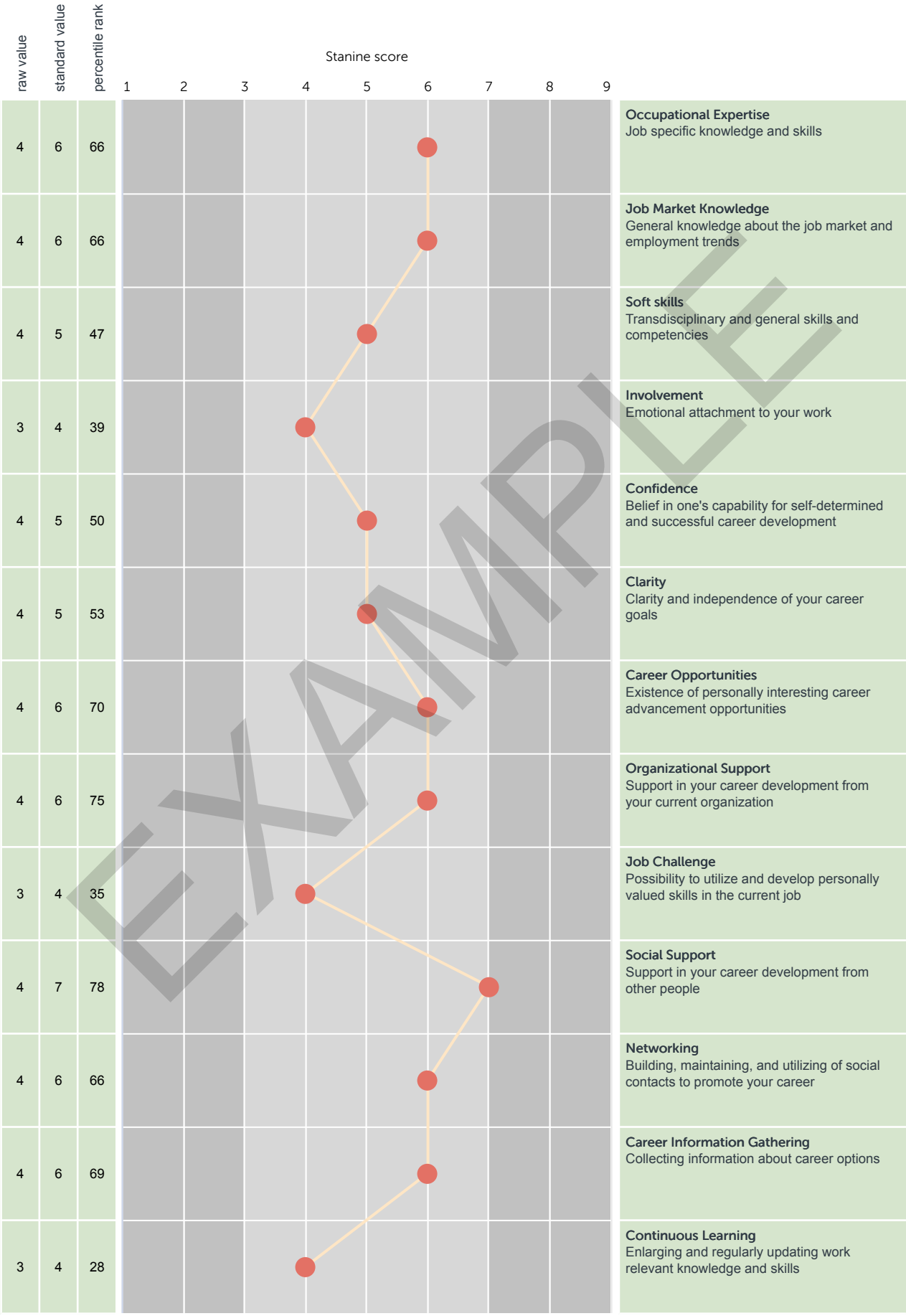
Environment

The environmental career resources include four components: career opportunities, organizational support from your current employer, job challenge in your current job, and social support for career development. Overall, the environmental career resources describe resources in the organizational, as well as private context, which are essential for a successful career. Thus, unlike the other resources, these resources are situated in your environment and not in you personally.

Your result: value **6** on a scale from 1 to 9
Your resources in this domain are developed on a **average** level.

PROFILE SHEET: THE 13 ASPECTS IN DETAIL

Reference group: working adults (total norm)



raw value	standard value	percentile rank		
4	6	66	**Occupational Expertise**	Job specific knowledge and skills
4	6	66	**Job Market Knowledge**	General knowledge about the job market and employment trends
4	5	47	**Soft skills**	Transdisciplinary and general skills and competencies
3	4	39	**Involvement**	Emotional attachment to your work
4	5	50	**Confidence**	Belief in one's capability for self-determined and successful career development
4	5	53	**Clarity**	Clarity and independence of your career goals
4	6	70	**Career Opportunities**	Existence of personally interesting career advancement opportunities
4	6	75	**Organizational Support**	Support in your career development from your current organization
3	4	35	**Job Challenge**	Possibility to utilize and develop personally valued skills in the current job
4	7	78	**Social Support**	Support in your career development from other people
4	6	66	**Networking**	Building, maintaining, and utilizing of social contacts to promote your career
4	6	69	**Career Information Gathering**	Collecting information about career options
3	4	28	**Continuous Learning**	Enlarging and regularly updating work relevant knowledge and skills

EXAMPLE

KNOWLEDGE AND SKILLS: OCCUPATIONAL EXPERTISE

Your result: value **6** on a scale from 1 to 9
Your resources in this domain are developed on a **average** level.

What is this resource and why is it important?

This resource describes your job-specific knowledge and skills in relation to your current job. Occupational expertise is important to successfully meet the demands in your current job. Furthermore, occupational expertise is a key factor for employability and facilitates job transitions or seeking of a new position in case of unemployment. Expert knowledge and professional competencies improve work performance and result in stronger feelings of competence at work. Feeling competent is a central human need. Thus, expert knowledge and professional competencies strongly affect work motivation and career satisfaction. Hence, the possession of occupational expertise makes promotions more likely and increases job satisfaction.

How you can use this resource optimally:

- Look for tasks and projects in which you can fully apply your occupational knowledge and skills.
- Provide support to other inexperienced people by teaching new knowledge and competencies.
- Offer support to your supervisor and work colleagues in areas in which you have well-developed knowledge and competencies.

How you can increase this resource:

- Attend further education to expand your occupational knowledge.
- Regularly read specialized literature on new trends in your professional area.
- Seek current articles and presentations in your professional area on the internet.
- Frequently exchange recent developments in your professional area with work colleagues.
- Seek guidance and support from work colleagues and supervisors on how to improve your work.

EXAMPLE