



# DiscoverMe

Career Guidance – Blueprint O-OO

Private & Confidential



## POPULAR OCCUPATIONS

In listing occupations that are popular among O/OO's, it is important to note that there are successful people of all profiles in all occupations. However, the following are careers O/OO's may find particularly satisfying and some of the reasons why. This is by no means a comprehensive listing but is included to suggest possibilities you may not have previously considered. Although all of these occupations offer the potential for career satisfaction, the future demand for some careers is anticipated to be greater than for others. Based upon our research, the occupations that are italicised in the lists below are forecast to enjoy the fastest rate of growth over the next several years.

### COMPUTERS/TECHNOLOGY

- Computer software designer
- Computer programmer
- Research and development specialist
- Systems analyst/database manager
- Strategic planner
- New market or product conceptualiser
- Information services developer – computer programming
- Information services – new business developer
- Network integration specialist (telecommunications)
- Change management consultant
- Financial planner
- Investment banker
- Management consultant: computer/information services, marketing, reorganisation
- Desktop publishing specialist
- Webmaster
- Programmer
- Network administrator
- Internet architect
- Analyst
- Web developer
- Computer animator
- Computer engineer
- Java programmer/analyst
- Business analyst
- Software developer
- Computer security specialist

Occupations' falling in into this category offer O/OO's the opportunity to do what they do best – analyse problems and develop innovative solutions. Most O/OO's enjoy working in technical areas, using their ability to understand complex systems and to find ways to eliminate errors or weaknesses.

They easily see how the product, service, or system fits within the context of the whole company, industry, or technology and enjoy creating new, more efficient ways of doing things.

## HEALTH CARE/TECHNICAL

- Neurologist
- Physicist
- Plastic surgeon
- Pharmacist
- Scientist: chemistry/biology
- Pharmaceutical researcher
- Biomedical engineer/researcher
- Veterinarian
- Microbiologist
- Geneticist

These fields of medicine and other scientific technologies make good use of O/OO's excellent reasoning skills and facility with technical material. The rapidly growing areas of neurology, plastic surgery, and biomedical and pharmaceutical research are often interesting to O/OO's because they are able to be on the cutting edge of innovative industries, some of which carry some amount of risk.

Physics, chemistry and biology offer opportunities to work with complex concepts, constantly learn new things, and repeatedly ask the question "what if"? These careers, especially when they involve a strong research component, allow the O/OO to work independently. Because they are difficult and competitive fields, they tend to attract other intellectual and gifted people, which O/OO's find stimulating.

## PROFESSIONAL/BUSINESS

- Lawyer
- Economist
- Psychologist/psychoanalyst
- Financial analyst
- Architect
- Investigator
- Intellectual property attorney
- Legal mediator
- Corporate finance attorney
- Psychiatrist
- Entrepreneur
- Venture capitalist
- Business analyst
- Entertainment agent
- Physicist
- Biophysicist
- Anthropologist
- Intelligence specialist

These professional careers also offer O/OO's plenty of opportunities to analyse and solve complex problems. Often extremely challenging, these careers require clear, logical thinking and innovative approaches to problems and challenges. The creative process is central to the work of both the architect and the psychologist. Seeing how one element or event fits into an overall pattern or system is a particular strength of O/OO's and is a frequent aspect of the work of an investigator and financial analyst. From developing flawless legal strategies to forecasting subtle yet powerful economic trends, these professions offer the excitement and personal challenge O/OO's thrive on.

## ACADEMIC

- Mathematician
- Archaeologist
- Historian
- Philosopher
- College teacher of advanced students
- Researcher
- Logician
- College faculty administrator
- Economist
- Interpreter/ translator
- Astronomer

The stimulating world of academia is one frequently enjoyed by O/OO's. Because there is an emphasis on exploring and considering new and different approaches, O/OO's often find career satisfaction in the role of college professor. They usually prefer teaching the more advanced and challenging students and courses. O/OO's often enjoy the research element in any of the subject areas above and enjoy the opportunity to work alone and then share their insights and innovations with their intellectual peers. They work best when not restricted by excessive rules and bureaucracy, which many large universities and colleges are unable to avoid.

## CREATIVE

- Photographer
- Creative writer
- Artist
- Entertainer/ dancer
- Musician
- Agent
- Inventor
- Informational-graphics designer
- Columnist, critic, commentator
- Music arranger and orchestrator
- Producer
- Director: stage, motion pictures
- Film editor
- Art director

One of the strongest attractions for O/OO's to these careers is the chance to create something entirely original. O/OO's enjoy the creative process of working with different mediums and the variety of people and experiences they have access to. O/OO's usually enjoy working alone or with small numbers of talented people who bring something different to the process. Depending upon their area and their interest in expressing their art, O/OO's can enjoy performance. But they don't necessarily need to perform their works to find satisfaction in them. Many O/OO's are inspired by the world of creative people and enjoy working as an agent. And their ability to create innovative and clever products or services often gives them success as inventors.

Remember, these are only some of the areas that provide satisfying expression for the unique natural talents of O/OO's

## CUSTOMISING YOUR JOB SEARCH

Knowing the particular strengths and blind spots of your profile can afford you a tremendous advantage in your job search campaign. In all aspects of the process, from conducting research into available positions, identifying and contacting prospective employers, developing personal marketing tools such as résumés, arranging and conducting job interviews, negotiating salaries to finally accepting a position, people will act true to their profile. Being able to capitalise on your assets and compensate for your liabilities can make the difference between a successful and an unsuccessful job search.

The differences between profiles are sometimes subtle and other times dramatic. It is the subtle variations in advice we offer that make the real difference between success or failure in a job search. The concept of net-working or meeting with and talking to people to gather information about potential jobs, serves as a good example.

- **Expressive profiles** will naturally enjoy networking and are advised to do so on a large scale while they tend to network with people in a defined scope and tend to ask fewer and more structured questions during their networking
- **Receptive profiles** find more limited and targeted networking, especially with people they already know, easier often seemingly unrelated to their field of interest and will be more objective and detached in their style.
- **Emotional profiles** take networking, like everything else, very personally and will go far and wide to find people and enjoy establishing warm rapport, while they could ask questions of all sorts all day long!

## **PATHWAYS TO SUCCESS: USING YOUR STRENGTHS**

As we will detail in the following pages, your strengths and talents will serve you well in the information-gathering stages of the job search. Your innovative approach and energetic and charming style will be great assets. Beware, however, of your tendency to underestimate the importance of following through on necessary details in your excitement to pursue yet another option.

As an O/OO, your most effective strategies will build on your abilities to:

### **SEE POSSIBILITIES THAT DON'T EXIST AT THE PRESENT TIME.**

- Look past what is known or represented to you as “the way things are”. Use your imagination to generate possibilities that may arise within the near future and plan how you can best capitalise on them.
- Consider less obvious means of getting an interviewer’s attention or setting yourself apart from other candidates.

### **CREATE YOUR OWN JOB OPPORTUNITIES OR AN ADAPTATION OF EXISTING BUT LESS ATTRACTIVE OPPORTUNITIES.**

- Using your talents at anticipating future needs, develop a job description for a position that will solve current or future problems.
- Determine ways of altering and improving an existing opportunity into one that will use your strengths and still serve the needs of the employer.

### **ANTICIPATE THE LOGICAL CONSEQUENCE OF ACTIONS.**

- Demonstrate your clear sense of cause and effect by offering examples of past experience where you were called upon to contribute the skill, and recount what the positive outcomes were.
- Use your critical thinking skills when considering any job offer to anticipate both the positive and potentially negative outcomes of any decision.

### **CREATE AND IMPLEMENT AN INNOVATE JOB SEARCH.**

- View problems that arise as challenges to be met and use your creativity to come up with ways of overcoming them.
- Set yourself apart from your competition by marketing yourself as a creative, alternative thinker and let all your materials and correspondence reflect that.

### **KEEP ALL YOUR CAREER OPTIONS OPEN TO GATHER ALL RELEVANT AND IMPORTANT INFORMATION.**

- Stay cool and detached; never be pressured into making a decision that you haven’t had adequate time to reflect on.
- Ask lots of questions during all interviews to be sure you have an accurate picture of the job, its responsibilities, and limitations before deciding whether to consider it further.

## POSSIBLE PITFALLS

Although all people are unique, there are certain potential blind spots that many O/OO's share. We specify "potential" because some of the following may clearly be true of you, while others may not apply. While considering them, you may notice that these tendencies do not relate just to the job search, but rather describe pitfalls which you may have experienced in other aspects of your life as well. It is therefore helpful to consider each one in terms of your past experiences by asking yourself, "is this true for me?" And if so, "how did this tendency prevent me from getting something that I wanted?" You will probably notice that the key to overcoming your blind spots is the conscious and thoughtful development of your third and fourth functions (Sensing and Feeling). We recognise that many of the suggestions will be difficult to implement, but the more you use these functions, the fewer problems they will cause you in the future.

### **MAKE SURE TO EVENTUALLY MOVE YOUR PLANS OUT OF THE CONCEPTUAL STAGE AND INTO PRACTICE.**

- Once you have developed an innovative job search plan, ask yourself how realistic some of your ideas are. Is there time to get all you've imagined done? Is it possible to create what you have dreamed up? Decide on and hold yourself to a timetable to implement your ideas.
- Develop a step-by-step plan that includes all the facts (timetable, questions to ask, reminder to send follow-up notes, etc.) so you will be more likely to attend to them.

### **ESTABLISH REALISTIC OBJECTIVES AND GOALS BASED UPON WHAT IS PRACTICAL, NOT ON WHAT YOUR CONFIDENCE TELLS YOU IS POSSIBLE.**

- Remember that depending upon your level of experience and the field you are pursuing, a full career search can take from three to twelve months before you find the right job. Knowing that from the start and reminding yourself of it throughout the process will help keep you from becoming discouraged and disinterested.
- Ask for the support from a close friend when you find your impatience mounting and/or confidence waning.

### **MAKE SURE YOU DON'T APPEAR CONDESCENDING OR ARROGANT TO POTENTIAL EMPLOYERS.**

- Pay close attention to how others perceive you. Ask someone you trust to role-play with you and give you an honest appraisal of your perceived attitude. In an interview, blunt honesty can be perceived as rudeness.
- Take the time to listen fully to the interviewer's questions or comments before forming an opinion about him or her. Make it a goal to try to establish rapport early in the interview.

### **REMEMBER TO FOLLOW THROUGH ON IMPORTANT DETAILS INVOLVED IN THE PROCESS.**

- Social niceties, such as thank-you notes to people who have conducted informational interviews with you, may seem superfluous, but they are an important part of the process.
- Stay on top of follow-up calls and letters so you don't appear disinterested in a position you really do want.

**DON'T PUT OFF MAKING A DECISION.**

- After you have spent the necessary time considering your options and clarifying your needs and skills, take action! Discard less attractive options and decide to actively pursue good ones.
- Don't wait so long to decide that you inadvertently eliminate an opportunity by procrastinating.



## CHANGING OR KEEPING YOUR JOB: THE KEY TO SUCCESS

Now that you have a solid understanding of your profile, you can see how your natural preferences make you better suited for certain kinds of jobs. You can also see how knowledge of your profile-related strengths and weaknesses can help you conduct a more successful job search. But as an O/OO, you've already realised that you are not equally drawn to every career or field listed in the Popular Occupations section. The next and final step is to narrow down the field and find the work you were meant to do.

In addition to Profile, several other factors – such as your values, interests and skills – also contribute to your level of satisfaction on the job. The more compatible you are with your job, the happier you'll be. So prepare to use everything you've learned (in this report and in life) to create your strategic career plan.

However, you may have decided it makes more sense (if perhaps only for the moment) to stay in your present job or with your current employer. There may be many valid reasons – financial pressures, family considerations, a tough job market for your speciality, or just bad timing. But take heart! What you've learned in this book can also help you be more content and successful in your current job. And should the time come when you're ready to make a major career move, you'll have a much better idea of where you want to go, and how to get there.

### "SO, IF YOU CAN'T HAVE THE JOB YOU LOVE (YET!) ... LOVE THE ONE YOU'VE GOT"

The simple truth is, with the exception of work on a factory assembly line, the vast majority of jobs allow a good deal of flexibility in the way tasks are performed. Here are some ways you may be able to "massage" your current job into one that better fits your needs"

- If possible, delegate routine or mundane tasks to others.
- Make sure you have enough uninterrupted time to develop your ideas and think things through.
- Find other creative people to bounce your ideas off.
- Work a different shift or arrange more flexible hours.
- Make sure you have influence over the hiring of your direct-reports.
- Try to find support people who are organised and good with details.
- Take courses and seminars to continue to expand your expertise and credentials.
- Change your focus if bored or not challenged.
- Develop a "critical friends" group to critique each other's ideas and plans.
- Try to surround yourself with others whose talent and competence you respect.

### EXAMPLE: AN O/OO TURNS LEMONS INTO LEMONADE.

An internal computer consultant, Lisa was candid about the most frustrating part of her job: "endless meetings with stupid people". Not only did she lack the patience to repeatedly explain basic concepts to novice end users, but the constant travel to meet with different groups ate up an enormous amount of her time. To solve her problem, she developed an interactive program that would address many of the common concerns of new users and placed it on the company Web site. By doing this, she was able to avoid answering the same questions over and over again and could spend more of her precious time dealing with the more complex, interesting problems of more experienced users.

### USE WHAT YOU'VE GOT TO GET WHAT YOU NEED.

Simply put, the best advice on how to succeed is to capitalise on your strengths and compensate for your weaknesses. Learning how to do this can make the difference between succeeding or failing and loving or hating your work. To help you, we include the following inventory of your potential strengths and weaknesses. And while every individual is unique, as an O/OO, many of the following should apply to you.

#### **YOUR WORK-RELATED STRENGTHS MAY INCLUDE:**

- Eagerness to “think outside the box” and consider new possibilities.
- Ability to understand very complex and highly abstract ideas.
- Great creative problem-solving skills.
- Independence; courage to take risks, try new things and overcome obstacles.
- Ability to synthesize lots of information.
- Intellectual curiosity and skills for getting information you need.
- Ability to analyse things logically even under stress.
- Great confidence and drive to continually increase your knowledge.
- Objectivity; ability to address issues without taking them personally.
- Confidence in your ideas and vision.
- Ability to see the big picture; to see implications of actions and ideas.
- Adaptability; you can shift gears and change directions quickly.

#### **YOUR WORK-RELATED WEAKNESSES MAY INCLUDE:**

- Tendency toward disorganisation.
- Overconfidence; you may misrepresent your abilities or experience.
- Impatience with unimaginative and/or incompetent people.
- Dislike of doing things in traditional or established manner.
- Tendency to lose interest in projects once problems are solved.
- Difficulty communicating complex ideas simply.
- Tendency to be so theoretical that you ignore or miss the realities.
- Undisciplined about attending to and following through on important details.
- Dislike of doing repetitive tasks.
- Impatience with structures and people who are too rigid.

## **USING YOUR STRENGTHS IS EASY. THE SECRET TO SUCCESS IS LEARNING TO:**

Prioritise, focus, and follow through –  
especially with commitments made to others.