

Career Transition Worksheet

To begin your own personal journey to discovering the “right fit” career for you, please answer the following questions. This form is designed to allow you to discover your own interests and skills , and what obstacles are limiting your ability to move on to your new career.

Ensure that you consider your answers carefully, to start you on the right path to making your dreams a reality.

1. List my positive attributes (both personal and professional).
 - A. _____
 - B. _____
 - C. _____

2. List the areas which need improvement (both personal and professional).
 - A. _____
 - B. _____
 - C. _____

3. What tasks in my current job (or previous jobs) do I enjoy and excel in? (eg. Working with people, working with computers, financial, etc).
 - A. _____
 - B. _____
 - C. _____

4. What tasks or types of environments do I really struggle with? (eg. Working in a team environment, administrative tasks, working alone, etc.)

A. _____

B. _____

C. _____

5. Why do I feel now is the right time to make a career change?

6. What aspects of my current job/career do I like? (eg. Working independently, good co-workers, office environment, money, etc)

7. What is missing from my current job (eg. Challenge, money, flexibility, etc.)

8. What roadblocks have I encountered in the past that have held me back from making a change earlier in my career?

9. What roadblocks can I change or remove?

10. How will I transform this from an idea to a plan? What actions can I take now to have new and rewarding experiences?

Once you have completed this form, you will be able to develop an action plan to start your road to a new career.

It's easy to get started, just **fill out this form** (<http://careercoachingservice.ca/client-discovery>) and let me know what's frustrating you about your current career situation.