



GrowthPort Partners, Inc.

Career Self-Development Applicant Self Appraisal Worksheet

The following questions can help you prepare for your next job interview. As you read each question, think about how the specific results you have contributed to past employers have demonstrated the skills you currently have and others that you can develop if you were to be hired by the employer with whom you have an interview. What additional questions should you prepare to answer about your past contributions to prior employers or others? Are you prepared to show how those past contributions qualify you for the position for which you are currently applying?

1. What **key strengths or skills** do I currently possess from my education, prior work experience, military service or the volunteer work that I have performed?
2. How have my key strengths or skills been **specifically demonstrated** by my actions throughout my career and life?
3. What **specific results** have I produced from the key strengths or skills I have demonstrated throughout my career and life?
4. How do those specific results demonstrate my **ability to successfully perform** the work and results required for the position for which I am applying?
5. What questions should I be prepared to ask the interviewer regarding whether or not she/he feels that there is a **positive match** between the past results I have produced and the present results required for the position for which I am applying?

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