

Important Job Factors

This is a decision making model that allows you to compare each of the following important aspects of a job with every other aspect in a systematic manner. These are key factors that require you to consider them very carefully. How important are they to you, today?

Important Job Factors:

- _____ 1. Geographical location.
- _____ 2. People you work with and/or report to.
- _____ 3. Satisfaction of personal goals and values.
- _____ 4. Use of personal skills and abilities.
- _____ 5. Working conditions and pace of job.
- _____ 6. Level of responsibility and status.
- _____ 7. Sense of security (physical and financial).
- _____ 8. Salary and advancement.

1	1	1	1	1	1	1
2	3	4	5	6	7	8

2	2	2	2	2	2
3	4	5	6	7	8

3	3	3	3	3
4	5	6	7	8

4	4	4	4
5	6	7	8

5	5	5
6	7	8

6	6
7	8

7
8

Instructions:

Step #1:

Using the prioritizing grid below, compare job factor #1 (geographical locations) with job factor #2 (people you work with). Circle the number on the grid which you feel is more important to you. Continue to compare #1 with #3, #4, #5 and so on, then go down to the next box and begin to compare job factor #2 with every other job factor.

Step #2:

When you have finished circling your choices, count the number of 1s circled in the entire grid and place the number in the appropriate space below. Do this for each of the numbers on the grid.

1	_____	2	_____	3	_____
4	_____	5	_____	6	_____
7	_____	8	_____		

Step #3:

Which number was circled the most? This job factor ranks first for you! Place rankings in the blanks next to job factors listed at the top of the page.