Your Next Job Exercise

(This should take 12-15 minutes initially, but over the course of up to 1 week, you may add to the list to make it as thorough as possible.

The goal is to start getting in touch with/clear about what your next job looks like – from your new boss, to co-workers, office environment, commute, total compensation, culture, etc. This will create focus, sure-footedness in terms of moving forward, build confidence in your approach, help you to start crafting "your story" (i.e., your "Elevator Pitch," Resume, Cover Letter and LinkedIn Profile), and allow your efforts to be efficient/targeted.

REQUIRED

DESIRED & Rank each

UNDESIRED

These are "DEAL BREAKERS" ALSO known as "ABSOLUTES" And "NON-NEGOTIABLES"

These are "Nice to Haves" or "Wish List" criteria

(10 = MOST desired)

These are things you don't want/want to steer clear of and likely are non-negotiable. (NOTE: This column will ultimately be eliminated and only 2 columns will remain. ALL items will be converted to positive factors and listed in 1 of the other 2 columns, instead.)

List Required Trait	List Desired Trait	Weight x	Rating	= Score	List Undesired Trait

