

# Personal Qualities

Choose (tick) 10 or more qualities from the list that you feel you possess and may be helpful to an employer. Add your own if you feel there are others that better describe you.

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|--|---|--|
| <input type="checkbox"/> Active          | <input type="checkbox"/> Adaptable          | <input type="checkbox"/> Adventurous   |
| <input type="checkbox"/> Ambitious       | <input type="checkbox"/> Analytical         | <input type="checkbox"/> Artistic      |
| <input type="checkbox"/> Assertive       | <input type="checkbox"/> Calm               | <input type="checkbox"/> Capable       |
| <input type="checkbox"/> Caring          | <input type="checkbox"/> Cheerful           | <input type="checkbox"/> Competitive   |
| <input type="checkbox"/> Conceptual      | <input type="checkbox"/> Confident          | <input type="checkbox"/> Conscientious |
| <input type="checkbox"/> Contributor     | <input type="checkbox"/> Considerate        | <input type="checkbox"/> Co-operative  |
| <input type="checkbox"/> Courteous       | <input type="checkbox"/> Creative           | <input type="checkbox"/> Curious       |
| <input type="checkbox"/> Dedicated       | <input type="checkbox"/> Dependable         | <input type="checkbox"/> Determined    |
| <input type="checkbox"/> Dextrous        | <input type="checkbox"/> Easy-going         | <input type="checkbox"/> Efficient     |
| <input type="checkbox"/> Energetic       | <input type="checkbox"/> Enthusiastic       | <input type="checkbox"/> Even-tempered |
| <input type="checkbox"/> Fair            | <input type="checkbox"/> Flexible           | <input type="checkbox"/> Friendly      |
| <input type="checkbox"/> Generous        | <input type="checkbox"/> Gentle             | <input type="checkbox"/> Happy         |
| <input type="checkbox"/> Hardworking     | <input type="checkbox"/> Helpful            | <input type="checkbox"/> Honest        |
| <input type="checkbox"/> Imaginative     | <input type="checkbox"/> Independent        | <input type="checkbox"/> Innovative    |
| <input type="checkbox"/> Inventive       | <input type="checkbox"/> Kind               | <input type="checkbox"/> Leader        |
| <input type="checkbox"/> Loyal           | <input type="checkbox"/> Mature             | <input type="checkbox"/> Methodical    |
| <input type="checkbox"/> Motivated       | <input type="checkbox"/> Observant          | <input type="checkbox"/> Open-minded   |
| <input type="checkbox"/> Optimistic      | <input type="checkbox"/> Organised          | <input type="checkbox"/> Outgoing      |
| <input type="checkbox"/> Patient         | <input type="checkbox"/> Perfectionist      | <input type="checkbox"/> Persistent    |
| <input type="checkbox"/> Persuasive      | <input type="checkbox"/> Positive           | <input type="checkbox"/> Practical     |
| <input type="checkbox"/> Productive      | <input type="checkbox"/> Punctual           | <input type="checkbox"/> Reliable      |
| <input type="checkbox"/> Resourceful     | <input type="checkbox"/> Responsible        | <input type="checkbox"/> Self-starting |
| <input type="checkbox"/> Sense of humour | <input type="checkbox"/> Serious            | <input type="checkbox"/> Sincere       |
| <input type="checkbox"/> Sociable        | <input type="checkbox"/> Socially sensitive | <input type="checkbox"/> Stable        |
| <input type="checkbox"/> Sympathetic     | <input type="checkbox"/> Tactful            | <input type="checkbox"/> Thorough      |
| <input type="checkbox"/> Thoughtful      | <input type="checkbox"/> Tolerant           | <input type="checkbox"/> Trustworthy   |
| <input type="checkbox"/> Understanding   | <input type="checkbox"/> Vibrant            | <input type="checkbox"/> Welcoming     |

List the 10 or more qualities you chose below. Beside each, briefly state a situation you can remember where this quality was present.

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