

## Investigating Careers

This involves a thorough research and investigation into the following areas:

<p style="text-align: center;"><b>Personal Qualities</b></p> Physically fit? Physical attributes? Personality type?	<p style="text-align: center;"><b>The Work</b></p> Duties of the job? Under supervision or alone? Team work? Special equipment / training?	<p style="text-align: center;"><b>Education</b></p> What is the minimum level of education required? Subjects required?
<p style="text-align: center;"><b>Conditions of Work</b></p> Indoor / outdoor? Shift work? Overtime available? Travel involved? Heavy physical work?		<p style="text-align: center;"><b>Training</b></p> Special training needed? Off the job and/or on the job training?
	<p style="text-align: center;"><b>Prospects</b></p> Promotion opportunities Job diversification	<p style="text-align: center;"><b>Earnings</b></p> Starting wage / salary Wage scale Bonus / Commissions Allowances Overtime
	<p style="text-align: center;"><b>Benefits</b></p> Superannuation Workers Compensation Study leave Financial assistance to study	

Adapted from *The Work Book* by John Jacobson and Peter Maccoll (Jacaranda Press 1980)