

*SAMPLE*

*CAREER FIT SERIES*

*CAREER GUIDANCE*

*REPORTS*

**Mr. Sample A (low aptitude score)**

**Introduction**

The ideal job, occupation or career for anybody is one that he or she will find interesting and for which he or she has the most suitable mix of abilities.

That is why it is a good idea to find out what careers one is likely to find interesting and for which one has the right mix of abilities or aptitudes.

And that is why you completed the **Occupational Interests Index (O.I.I.)** and the **Career Aptitude Index (C.A.I.)**.

We have now prepared two charts – one that shows those **categories of careers** which you are likely to find most interesting (O.I.I. Chart) and the second one which shows **your mix of key aptitudes or abilities** – verbal, numerical and abstract (Career Aptitude Index Profile).

**The O.I.I. Chart and the C.A.I. Chart Combined**

Your O.I.I Chart shows that the categories of jobs, occupations and careers that you are likely to find most interesting are:

**Performing Arts**

**Sports/Recreation**

**Customer/Personal Services**

**Scientific**

**Plant and Equipment Operations**

**Standards and Regulations**

Combining the individual jobs, occupations and careers in those categories with your Verbal, Numerical and Abstract Aptitudes gives us the following list of jobs, occupations and careers which you are most likely **to find interesting and that you would be well able to do:**

Roadie

Theatre Stagehand

Theatre Attendant

Circus Operative

Theatre Assistant

Cinema Assistant

Concert Hall Assistant

Betting Shop Assistant

Bingo Caller

Cinema/Theatre Assistant

Holiday Centre Worker

Leisure Centre Assistant

Horse-Racing Groom

Theme Park/Fairground Worker

Lifeguard

Car Valet

House Caretaker

Dog Walker

Chimney Sweep

Refuse/Re-Cycling Operative

Window Cleaner

House Cleaner

Cleaner – Carpet/Upholstery

Drain Cleaner  
Door Attendant  
Hotel Porter  
Hotel Room Attendant  
Fast Food Assistant  
Kitchen Assistant  
Waiter  
Pharmaceutical Lab. Attendant  
Medical Devices Lab. Attendant  
Laboratory Cleaner  
Hospital Laboratory Attendant  
Forensic Laboratory Attendant  
Cardiac Unit Attendant  
Pharmacy Attendant  
Fork Lift Operator  
Merchant Navy Deckhand  
Post Office Sorter  
Railway Signal Worker  
Rail Station Assistant  
Security Do Handler  
Parking Attendant  
Soldier  
Sailor  
Clamper  
Security Guard  
Store Detective

### **Career Aptitude Index Profile**

Your **Career Aptitude Index Profile** shows that your strongest aptitude is Verbal; your second strongest is Numerical and your third strongest is Abstract.

Your total score was **32** which is a good score suggesting that you have the ability to go on and learn the skills associated with **all of the jobs, occupations and careers of the previous list.**

It is a long list and we need to shorten it to a more manageable and practical list of **16**.

We have done this by looking at:

1. your mix of aptitudes e.g. which is your strongest
2. how easy or difficult is it to get into different jobs, occupations, careers
3. the job prospects of each
4. the way jobs, occupations and careers are likely to change over the next 10 years
5. the attractiveness of different jobs, occupations and careers.

That list is as follows:

Roadie  
Circus Operative  
Cinema/Theatre Assistant  
Holiday Centre Worker  
Leisure Centre Assistant  
Theme Park/Fairground Worker  
Lifeguard  
Window Cleaner  
Cleaner – Carpet/Upholstery  
Drain Cleaner  
Waiter  
Pharmaceutical Lab. Attendant  
Fork Lift Operator  
Merchant Navy Deckhand  
Rail Station Assistant

Soldier

**These are the careers that we feel you should now give very serious consideration to and if there are any that are unfamiliar to you, Google them.**

Then, going on your previous experience, what you like doing in your spare time and your personality attributes, whittle down that final list of 16 to **5** that do strike you as interesting and “do-able”.

Then go off and find FETAC/PLC courses that lead directly or indirectly into those careers and **pick the one** that appeals to you most – because of its good reputation, good teachers/instructors; it’s close to home or whatever.

Get on that course and on completion of it you will be a valuable asset to an employer – because of your motivation, your aptitudes and your training and qualification.

If, however, you cannot find a relevant course your second option is to find employers in your locality, in Ireland or the UK or further afield who employ the kind of people in your final list of **5** and send them a persuasive CV offering your services at the lowest entry level just to get in the door.

Once inside, commit yourself totally to the employer; put in a big performance and plan your strategy for getting into the role that you really want.

**Our experience suggests that you will get to your real goal if you follow either of those two routes.**

## **ADDENDUM**

When you have got a few years experience of the career that you finally decide to pursue you will have options:

1. You could be enjoying it so much that you stay with it – becoming better at it; adapting to changes in it.
2. You could seek promotion to higher levels of responsibility in it – Supervisor; Manager; Executive; Chief Executive.
3. You could move into areas related to it – selling, marketing, product development; buying; logistics; training; human resources management.
4. Or you could set up your business in it or in related fields.

Once you become successful in one area of work it makes it a lot easier in others.



## Career Aptitude Index Profile

Name: MR. SAMPLE A

### SCORES

1    5    10    15    20    25    30    35    40

**Verbal**

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**Numerical**

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**Abstract**

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**Total**    32    out of 120

## *Report*

### **Ms. Sample B (medium aptitude score)**

#### **Introduction**

The ideal job, occupation or career for anybody is one that he or she will find interesting and for which he or she has the most suitable mix of abilities.

That is why it is a good idea to find out what careers one is likely to find interesting and for which one has the right mix of abilities or aptitudes.

And that is why you completed the Occupational Interests Index (O.I.I.) and the Career Aptitude Index (CAI).

We have now prepared two charts – one that shows those **categories of careers** which you are likely to find most interesting (O.I.I. Chart) and the second one which shows **your mix of key aptitudes or abilities** – verbal, numerical and abstract (Career Aptitude Index Profile).

#### **The O.I.I. Chart and the CAI Chart Combined**

Your O.I.I Chart shows that the categories of jobs, occupations and careers that you are likely to find most interesting are:

**Visual Arts**

**Technical/Technological**

**Business**

**Education/Social Services**

**Sports/Recreation**

Combining the individual jobs, occupations and careers in those categories with your Verbal, Numerical and Abstract Aptitudes gives us the following list of jobs, occupations and careers which you are most likely **to find interesting and that you would be well able to do:**

Art Studio Trainee  
Visual Merchandiser  
Exhibition Designer  
Wallpaper Designer  
Musical Instrument Maker/Technician  
Graphic Designer  
Film/TV Camera Person  
Furniture Designer  
Glass Designer  
Hat Designer  
Interior Designer  
Roof Slater/Tiler  
Scaffolder  
Steeplejack  
Ceiling Fixer  
Plant Operator  
Demolition Operative  
Glazier  
Tiler  
Bricklayer  
Ceiling Fixer

Thatcher  
Sheet-metal Worker  
Garment Examiner  
Foundry Moulder/Coremaker  
Polymer/Plastics Process Plant Operator  
Chemical Plant Process Worker  
Cake Decorator  
Ceramic Decorator  
Ceramic Pottery Maker  
French Polisher  
Furniture Polisher/Finisher/Restorer  
Vehicle Body Repairer  
Engineering Operative  
Heat Treatment Operator  
Oil Drilling Roustabout/Roughneck  
Paint Sprayer  
Security Systems Installer  
Computer Assembly Technician  
Windscreen Technician  
Auto Electrician  
Mechanic - Motorbikes  
Mechanic Construction Plant  
Office Equipment Service Engineer  
Mechanic Light /Heavy Vehicles  
Railway Signal Worker  
Rail Station Assistant  
Furniture Removal Operative  
Chauffeur  
Courier  
Bus/Van/Truck/Taxi/Tram Driver  
Sales Assistant – Clothes/Jewellery/Perfumes  
Administrative Assistant  
Shop Owner/Manager  
Post Office Clerk  
School Bus Driver  
Instructor/Trainer  
Betting Shop Supervisor  
Sports Centre Assistant  
Martial Arts Teacher  
Fitness Instructor

### **Career Aptitude Index Profile**

Your Career Aptitude Index Profile shows that your strongest aptitude is Abstract, your second strongest is Numerical and your next strongest is Verbal.

Your total score was **60** out of a maximum of 120 which is a pretty good score suggesting that you have the ability to go on and learn the skills associated with **all of the jobs, occupations and careers of the previous list.**

It is a long list and we need to shorten it to a more manageable and practical list of **16.**

We have done this by looking at:

1. your mix of aptitudes e.g. which is your strongest
2. how easy or difficult is it to get into different jobs, occupations, careers
3. the job prospects of each
4. the way jobs, occupations and careers are likely to change over the next 10 years
5. the attractiveness of different jobs, occupations and careers.

That list is as follows:

Art Studio Trainee  
Visual Merchandiser  
Musical Instrument Maker/Technician  
Graphic Designer  
Film/TV Camera Person  
Furniture Designer  
Glass Designer  
Roof Slater/Tiler  
Demolition Operative  
Glazier  
Sheet-metal Worker  
Polymer/Plastics Process Plant Operator  
Security Systems Installer  
Administrative Assistant  
Shop Owner/Manager  
Instructor/Trainer

**These are the careers that we feel you should now give very serious consideration to and if there are any that are unfamiliar to you, Google them.**

Then, going on your previous experience, what you like doing in your spare time and your personality attributes, whittle down that final list of 16 to **5** that do strike you as interesting and “do-able”.

Then go off and find FETAC/PLC courses that lead directly or indirectly into those careers and **pick the one** that appeals to you most – because of its good reputation, good teachers/instructors; it’s close to home or whatever.

Get on that course and on completion of it you will be a valuable asset to an employer – because of your motivation, your aptitudes and your training and qualification.

If, however, you cannot find a relevant course your second option is to find employers in your locality, in Ireland or the UK or further afield who employ the kind of people in your final list of **5** and send them a persuasive CV offering your services at the lowest entry level just to get in the door.

Once inside, commit yourself totally to the employer; put in a big performance and plan your strategy for getting into the role that you really want.

Our experience suggests that you will get to your real goal if you follow either of those two routes.

### **ADDENDUM**

When you have got a few years experience of the career that you finally decide to pursue you will have options:

1. You could be enjoying it so much that you stay with it – becoming better at it; adapting to changes in it.
2. You could seek promotion to higher levels of responsibility in it – Supervisor; Manager; Executive; Chief Executive.
3. You could move into areas related to it – selling, marketing, product development; buying; logistics; training; human resources management.
4. Or you could set up your business in it or in related fields.

Once you become successful in one area of work it makes it a lot easier in others.





## Career Aptitude Index Profile

Name: MS. SAMPLE B

### SCORES

1    5    10    15    20    25    30    35    40

**Verbal**

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**Numerical**

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**Abstract**

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**Total**    60    out of 120

## *Report*

### **Mr. Sample C (high aptitude score)**

#### **Introduction**

The ideal job, occupation or career for anybody is one that he or she will find interesting and for which he or she has the most suitable mix of abilities.

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And that is why you completed the **Occupational Interests Index (O.I.I.)** and the **Career Aptitude Index (C.A.I.)**.

We have now prepared two charts – one that shows those **categories of careers** which you are likely to find most interesting (O.I.I. Chart) and the second one which shows **your mix of key aptitudes or abilities** – verbal, numerical and abstract (Career Aptitude Index Profile).

#### **The O.I.I. Chart and the C.A.I. Chart Combined**

Your O.I.I Chart shows that the categories of jobs, occupations and careers that you are likely to find most interesting are:

**Agricultural/Outdoors**  
**Plant and Equipment Operations**  
**Technical/Technological**

Combining the individual jobs, occupations and careers in those categories with your Verbal, Numerical and Abstract Aptitudes gives us the following list of jobs, occupations and careers which you are most likely **to find interesting and that you would be well able to do:**

Zoo Keeper  
Green-keeper - Golf  
Pet Behaviour Counsellor  
Farm Manager  
Farrier  
Game Keeper  
Market Gardener  
Countryside Conservation Officer  
Animal Technician  
Veterinary Pathologist  
Landscape  
Horse Trainer  
Horse Breeder  
Pony/Horse-Riding Instructor  
Garden Centre Manager  
Blacksmith  
Purchasing/Procurement Officer  
Merchant Navy Electro-Technical Officer  
Merchant Navy Deck Officer  
Transport/Logistics/Taxi/Bus  
Service Supervisor/Coordinator/Manager  
Helicopter Pilot  
Fixed Wing Pilot  
Shop Fitter

Thermal Insulation Technician  
Civil Engineering Technician  
Structural Engineering Technician  
Mechanical Engineering Technician  
Alternative Energy Technician  
Electrical Engineering Technician  
Building Services Engineering Technician  
Refrigeration/Air-Conditioning Technician  
Surveying Technician  
Housing Officer  
Construction Site Foreman/Supervisor  
Town Planning Office Assistant  
Auctioneer/Valuer/Real Estate Agent  
Building Site Manager  
Clerk Of Works  
Estimator  
Ceramic Pottery Maker  
Glassblower  
Manufacturing Production Manager  
Manufacturing Production Planner  
Packaging Technologist  
Polymer Technician  
Textile Technician  
Timber Technologist  
Polymer/Plastics Plant Technician  
Textile Technician  
Quality Assurance Controller/Inspector  
Vehicle Breakdown Engineer  
TV/Radio/Technician  
Fishing Vessel Engineer  
Oil/Gas Maintenance Technician  
Measurement/Control Technician  
Marine Engineering Technician  
Engineering Maintenance Technician  
Chemical Engineering Technician  
CAD Draughtsman  
Aeronautical Technician

### **Career Aptitude Index Profile**

Your **Career Aptitude Index Profile** shows that your strongest aptitude is Numerical; your second strongest is Verbal and your next strongest is Abstract.

Your total score was **107** which is a very good score suggesting that you have the ability to go on and learn the skills associated with **all of the jobs, occupations and careers of the previous list.**

It is a long list and we need to shorten it to a more manageable and practical list of **16**.

We have done this by looking at:

1. your mix of aptitudes e.g. which is your strongest
2. how easy or difficult is it to get into different jobs, occupations, careers
3. the job prospects of each
4. the way jobs, occupations and careers are likely to change over the next 10 years
5. the attractiveness of different jobs, occupations and careers.

That list is as follows:

Farm Manager  
Game Keeper

Countryside Conservation Officer  
Garden Centre Manager  
Blacksmith  
Purchasing/Procurement Officer  
Helicopter Pilot  
Fixed Wing Pilot  
Alternative Energy Technician  
Electrical Engineering Technician  
Refrigeration/Air-Conditioning Technician  
Oil/Gas Industry Technician  
Aircraft Maintenance Technician  
Marine Engineering Technician  
CAD Draughtsman  
Aeronautical Technician

**These are the careers that we feel you should now give very serious consideration to and if there are any that are unfamiliar to you, Google them.**

Then, going on your previous experience, what you like doing in your spare time and your personality attributes, whittle down that final list of 16 to **5** that do strike you as interesting and “do-able”.

Then go off and find FETAC/PLC courses that lead directly or indirectly into those careers and **pick the one** that appeals to you most – because of its good reputation, good teachers/instructors; it’s close to home or whatever.

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If, however, you cannot find a relevant course your second option is to find employers in your locality, in Ireland or the UK or further afield who employ the kind of people in your final list of **5** and send them a persuasive CV offering your services at the lowest entry level just to get in the door.

Once inside, commit yourself totally to the employer; put in a big performance and plan your strategy for getting into the role that you really want.

**Our experience suggests that you will get to your real goal if you follow either of those two routes.**

#### **ADDENDUM**

When you have got a few years experience of the career that you finally decide to pursue you will have options:

1. You could be enjoying it so much that you stay with it – becoming better at it; adapting to changes in it.
2. You could seek promotion to higher levels of responsibility in it – Supervisor; Manager; Executive; Chief Executive.
3. You could move into areas related to it – selling, marketing, product development; buying; logistics; training; human resources management.
4. Or you could set up your business in it or in related fields.

Once you become successful in one area of work it makes it a lot easier in others.



## Career Aptitude Index Profile

Name: MR. SAMPLE C

### SCORES

1    5    10    15    20    25    30    35    40

**Verbal**

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**Numerical**

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**Abstract**

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**Total**    107    out of 120