

VOCATIONAL INTEREST QUESTIONNAIRE (VIQ)



WORK INTERESTS PROFILE AND SPECIFIC JOB RECOMMENDATIONS

Prepared for
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www.MyFutureCareer.com.au

www.FindACareerPath.com.au

HOW TO USE THIS REPORT

Follow the steps below to understand the information in this report:

1. On page 3 is the **PROFILE** of your work interests or likings. The work or career area that you liked **most** is at the top and the areas that you liked **least** are at the bottom.
2. On page 4 following your profile, you can read a **DESCRIPTION** of the work interest areas you liked most (these are the same categories as given in the 'Job Guide') down to those you liked least.
3. Note that the 'Job Guide' is a job dictionary showing a comprehensive, alphabetical list of careers that gives detailed descriptions of each job, the personal requirements needed, the education and training necessary, the employment opportunities and where further information can be acquired. The Internet address for the 'Job Guide' is:
<http://www.jobguide.thegoodguides.com.au/>

Alternatively, a hard copy of the 'Job Guide' can be purchased from some selected newsagencies or from Hobsons Press phone 1800 682 133 (Australian customers) or +61 3 9627 4896 (International customers) or email info@hobsons.com.au

4. On page 5, the terms "Professional" and "Skilled" are fully explained. These two categories relate to the educational level required to gain entry into the various jobs. Note that the next few pages of your report showing the Job Skills and Tasks as well as the Careers that are outlined for you are divided into both "Professional" and "Skilled" categories.
5. Going a step further, we can show you how you got the Work Interests Profile that you did. On page 6, we have captured a list of the **JOB SKILLS AND TASKS** that have been generated from your highest Interest areas. In other words, these were the statements in the questionnaire itself that you rated as 'Very Appealing' or 'Liked' from your highest interest areas. They give you a direct indication of the kinds of job activities that appeal to you.
6. Going still further, a list of specific **JOBS** has also been generated that you might like to consider. These jobs relate to the statements in the questionnaire itself that you rated as 'Very Appealing' or 'Liked'. Of course, these are only a guide and you should research other kinds of jobs in these Interest areas either from the 'Job Guide' itself or on the Internet.
7. Finally, at the end of this report is the '**CAREER ACTION PLAN**'. Work through the Action Plan and begin to fill in the necessary steps to focus on your possible career path including your subject choices for later secondary school years or post-secondary, vocational or tertiary courses and training.

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This report is designed to provide effective and helpful information with regard to the subject matter covered. It is sold with the understanding that the author is not engaged in rendering medical, legal, accounting or financial advice of any kind. If legal advice or other professional assistance is required, the services of a competent professional should be sought. If legal advice or other professional assistance is required, the services of a competent professional should be sought. If more comprehensive career assistance is required, it is recommended that a face-to-face consultation with a career counsellor be sought.

The author denies any liability for the incidental or consequential damages resulting from the use of the information in this report. This report is designed to assist with the generating and exploring of various career options. It does not make decisions for the individual, but provides a range of options to be considered. No responsibility is accepted for any liabilities resulting for the actions of any parties involved.

YOUR INTEREST PROFILE

Listed below are the Vocational Interest Categories.

The areas you liked **most** are at the top of the page and the areas that you liked **least** are at the bottom of the page.

A description of these categories is given on the next page.

Interest Category

Score

Persuading or Service	30	
Helping or Advising	18	
Creative or Artistic	14	
Organising or Clerical	12	
Nature or Recreation	3	
Analytic or Scientific	0	
Practical or Mechanical	0	

INTEREST CATEGORIES DESCRIBED

Presented in order of the areas that you liked **most** down to those that you liked **least**.

Persuading or Service

These jobs involve working with people, to sell to, influence, motivate, negotiate with, or serve them. These jobs might involve discussing issues and perhaps trying to influence people's behaviour or ideas. Activities include selling, promoting or providing goods or services, bargaining, or presenting a point of view. Typically, people in these jobs need to have good reasoning and listening skills and present well to people.

Helping or Advising

These jobs involve working with people, to help, inform, teach or treat them. Activities include discussing personal issues, listening to people's problems, and providing advice, instruction, information or treatment to meet their needs such as personal, medical, financial. These careers could be in community welfare, education, health care, medical, research or information services.

Creative or Artistic

These jobs involve working with ideas, to creatively express, present or perform them. An appreciation of design, style, form, beauty or related concepts used to develop or interpret an idea are important. Activities can include writing, painting, singing, dancing, decorating, designing and performing. People who are high in this interest area may also be creative in a more general way ie., by thinking of different ways to look at or solve a problem. There may also be a range of jobs closely related to the Arts, in administration, marketing, promotion, and public relations which require artistic or creative appreciation, but not so much of the hands-on work.

Organising or Clerical

These jobs involve working with data, numbers, formulae and statistics, to order, process, or retrieve facts and figures, or to develop or administer policies or procedures. Activities include organising, using or updating information, such as files or accounts, developing or following procedures or systems, as well as the planning, budgeting, and staffing of an organisation including the supervision of office activities, company programs and other workers.

Nature or Recreation

These jobs involve working with things in the natural world, such as construction, handling animals, raising crops or livestock, or sport. Activities include growing and caring for living things, or an involvement with sport, leisure or the environment. This may involve working in the open and moving about mainly outdoors, often reporting back to a central location such as a depot, office or station. Some of the industries offering outdoor work are building and construction, agriculture, mining, transport, and defense and security.

Analytic or Scientific

These jobs involve working with ideas to investigate or seek solutions to scientific, technical, medical, social or other issues. Activities include observing, researching, analysing and interpreting results. This work often includes research and experiments. Often this requires patience and perseverance, particularly for long term or complicated experiments and observations. The ability to develop theories, apply logic and explore abstract ideas in a specialist area of knowledge is important.

Practical or Mechanical

These jobs involve working with things, using the hands, or special tools, machines or equipment to design, make, fix, install or adjust. These jobs could involve working with technical manuals, blueprints, or plans, and increasingly, computers are used as an aid to design, manufacture or monitor. Activities include doing practical and physical tasks, and may require an understanding of how equipment or machinery works.

WHAT DO "PROFESSIONAL" AND "SKILLED" MEAN?

The Vocational Interest report consists of separate interest groups (e.g. Creative or Artistic, Organising or Clerical, Analytic or Scientific etc.). Each of these interest groups however, has been further sorted into what has been termed 'Professional' jobs and 'Skilled' jobs which are shown as sub-headings on the next few pages.

'Professional' and 'Skilled' as described below relate to the **educational level** required to gain entry into the jobs that seem to suit you best.

'PROFESSIONAL POSITIONS'

(Levels 4 & 5 in the 'Job Guide')

LEVEL 5

Occupations that require either three years or more full-time study (or the part-time equivalent) following the successful completion of secondary education usually undertaken at University (e.g. **degree**) or other recognised training or work experience. Examples are industrial designers, lawyers, engineers and dentists.

LEVEL 4

Occupations that generally require the successful completion of secondary education, plus two years of full-time study (or part-time equivalent) of a vocational nature (e.g. **associate degree, diploma or advanced diploma**), often undertaken at a vocational college or a registered training organisation such as Technical And Further Education (TAFE). Examples are interior decorators, library technicians and engineering technicians.

'SKILLED POSITIONS'

(Levels 1, 2 & 3 in the 'Job Guide')

LEVEL 3

Occupations that require the successful completion of **Certificate III or IV** usually through a vocational college or private college or institute. Some occupations offering a pathway through an Australian Apprenticeship fall into this category. Examples include most trade occupations with apprenticeships or traineeships (eg., hairdresser, optical dispenser, baker, broadcasting technician, painter & decorator).

LEVEL 2

Occupations that usually require the successful completion of at least Year 11 in secondary education, if not higher, and part-time study or on-the-job training (e.g. **Certificate II, III**) rather than more full-time study, usually through a vocational college or private college or institute. Examples include trade occupations with apprenticeships or traineeships (e.g. engineering trade-person-mechanical, cabinet maker, mobile plant operator) as well as certain clerical jobs (e.g. administrative assistant, cashier, education aide, hotel/motel front office clerk).

LEVEL 1

Occupations that generally require compulsory secondary education or **Certificate I** level for entry and where practical expertise including **on-the-job training** may often be more important than academic achievement. Examples include car rental officer, delivery driver, railway station assistant, builder's labourer, and fork-lift driver.

YOUR PREFERRED JOB SKILLS AND TASKS

Examination of your interest profile shows some areas that you are attracted towards and others in which you are not interested.

Listed below however, are the job activities that you **favoured and liked** in your highest areas of interest. These job activities are divided into 'professional' tasks and activities versus 'skilled' tasks and activities (see previous page for a definition of professional and skilled).

The area with the highest score is: PERSUADING OR SERVICE

Statements in this area that you found VERY APPEALING

PROFESSIONAL

- Plan, design and write works for publication
- Promote good health, lifestyles, hygiene and environmental practices.
- Write and edit news reports, articles or documentaries.

SKILLED

- None

Statements in this area that you LIKED

PROFESSIONAL

- Market a product or service and supply goods to customers at the right time and places.
- Meet with clients and plan the best way in which to promote their products to people.
- Write for publicity promotions and organise a publicity campaign.

SKILLED

- Advise customers on the services provided in a theatre or restaurant.
- Compose written material to advertise products or services.
- Liaise in the running of functions, conferences, conventions or special events.
- Provide tours, promote tourism and provide information on accommodation and places to visit.
- Telephone customers to promote products and services and obtain sales.

The area with the second highest score is: HELPING OR ADVISING

Statements in this area that you found VERY APPEALING

PROFESSIONAL

- Help people and organisations to deal with personal, social, emotional, financial or health problems.

SKILLED

- None

Statements in this area that you LIKED

PROFESSIONAL

- Tutor adults or students in academic, practical, social or physical programs.

SKILLED

- Help community groups to work together and solve problems.
- Help people to find books, magazines, tapes and CDs in a library.
- Provide care, meals and recreation activities for babies or children.
- Work with young children helping them gain skills.

The area with the third highest score is: CREATIVE OR ARTISTIC

Statements in this area that you found VERY APPEALING

PROFESSIONAL

- None

SKILLED

- None

Statements in this area that you LIKED

PROFESSIONAL

- Generate and develop graphic images, animations, sound, text and videos into a presentation.
- Plan and direct the taking of photographs.

SKILLED

- Prepare images of artwork and photographs for printing.

On the following page you will find specific job recommendations for yourself.

These are derived from your preferred Job Skills and Tasks listed above, ie., the Job Skills and Tasks that you said that you found very appealing or that you liked.

PERSONAL JOB RECOMMENDATIONS

Examination of your interest profile shows some areas that appeal to you and others for which you have little or no interest.

Although the following is by no means an exhaustive list of jobs that you should consider, it is certainly an excellent guide based on your selected interest areas and the job skills and activities that you selected on the previous pages.

All suggested occupations below are fully described in the 'Job Guide'.

The area with the highest score is: **PERSUADING OR SERVICE**

Occupations using the Job Skills and Tasks that you found VERY APPEALING

PROFESSIONAL

- Copywriter
- Environmental Health Officer
- Health Promotions Officer
- Journalist
- Publisher

SKILLED

- None

Occupations using the Job Skills and Tasks that you LIKED

PROFESSIONAL

- Advertising Account Executive
- Marketing Officer
- Public Relations Officer

SKILLED

- Copywriter
- Flight Attendant
- Functions Coordinator
- Telemarketer
- Tour Guide
- Tourism Manger
- Tourist Information Officer
- Travel Consultant
- Usher
- Waiter/Waitress

The area with the second highest score is: **HELPING OR ADVISING**

Occupations using the Job Skills and Tasks that you found VERY APPEALING

PROFESSIONAL

- Counsellor
- Management Consultant
- Psychologist
- Rehabilitation Counsellor
- Social Worker
- Welfare Worker
- Youth Worker

SKILLED

- None

Occupations using the Job Skills and Tasks that you LIKED

PROFESSIONAL

- Teacher Primary
- Teacher Secondary
- Teacher Special Education
- Technical & Further Education Lecturer
- Training Officer
- University Lecturer

SKILLED

- Child Care Worker
- Community Worker
- Education Aide
- Family Day Carer
- House Parent
- Library Assistant
- Nanny

The area with the third highest score is: CREATIVE OR ARTISTIC

Occupations using the Job Skills and Tasks that you found VERY APPEALING

PROFESSIONAL

- None

SKILLED

- None

Occupations using the Job Skills and Tasks that you LIKED

PROFESSIONAL

- Animator
- Desktop Publisher

- Director of Photography
- Multimedia Developer
- Photographer
- Web Designer / Developer

SKILLED

- Graphic Reproducer

Now turn over the page and begin work on your CAREER ACTION PLAN.

CAREER ACTION PLAN

To continue your career exploration process, you need a "CAREER ACTION PLAN." Follow the **ten steps** below and use references such as the 'Job Guide' either in book form (from your school, selected newsagencies, Hobsons Press) or online at **www.jobguide.thegoodguides.com.au**

This will enable you to focus on some specific occupations and plan the pathways to reach these career goals including working out your subject choices for the last years of secondary school and/or postgraduate study or training courses.

Follow these steps

Step 1: Identify your **highest interest areas** from the VIQ Profile and write them in the spaces under "Interest Area 1", "Interest Area 2" and "Interest Area 3" (feel free to add a fourth if you wish).

Step 2: Turn to the list of your preferred jobs and occupations on the previous pages of this report. For each of your interest areas, write down the jobs you might like under the column headed "Occupations Being Considered." Alternatively, if you wished, you can also visit the website <http://www.jobguide.thegoodguides.com.au/occupation/search/> and then filter by the interest areas under the "Type Of Work" drop down menu listed under "Advanced Search". This shows you a broader list of occupations under your areas of interest, but these of course are not your 'chosen' careers as reflected in this report.

Step 3: If you're using a hard copy of the 'Job Guide' write down the **page number** where each occupation is located (use the Index at the rear of the Job Guide).

Step 4: Go back now and **read each job description** in more detail from the Job Guide (**only** the description) and indicate in the last column of the next page whether you are still interested in the job by placing a tick or a cross next to each job. If you are a **student**, get your list down to 5 chosen jobs. If you are an **adult**, you may wish to restrict your chosen jobs to perhaps 1 or 2, or possibly 3 at the most.

Step 5: On the pages following these instructions, **write down** your list of chosen occupations. Enter each job under, "Chosen Occupation 1", "Chosen Occupation 2" etc.

Step 6: Now read **all** about the job in the 'Job Guide' (either online or hard copy) and write down the **skills required** for each job. This will help you to rank your top selections.

Step 7: Write down the **education** and **training** required for each job.

Step 8: Write down the **entry requirements** to gain access to courses etc. for that job. If you are an **adult**, you need not proceed further. You now know what's required for these careers.

Step 9: If you are a **student**, work out and **list what Year 12/13** secondary education **subjects** you would therefore need based on Steps 1 to 8 (and especially Steps 7 & 8).

Step 10: If you are in Year 10, go ahead and work out and **list what Year 11** secondary education subjects you would therefore need based on Step 9.

Congratulations! You have now worked out some career options and working back, you can now see what subjects you need to do, what work experience, courses or training you need to do to move towards your career goal.

For further Career Counselling or Career Testing contact:

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EXAMPLE for Steps 1 - 4

Step 1: Interest Area	Step 2: Occupations Being Considered	Step 3: Ref. Page Job Guide	Step 4: Interested?
<i>Analytic or Scientific</i>	<i>Agricultural Scientist</i>	<i>64</i>	<i>No</i>
	<i>Chemical Engineer</i>	<i>120</i>	<i>Yes</i>
	<i>Veterinarian</i>	<i>466</i>	<i>No</i>

Interest Area 1	Occupations Being Considered	Ref. Page Job Guide	Interested?

Interest Area 2	Occupations Being Considered	Ref. Page Job Guide	Interested?

Interest Area 3	Occupations Being Considered	Ref. Page Job Guide	Interested?

EXAMPLE for Steps 5 - 10

Step 5: <u>Chosen Occupation</u>	Step 6: Skills Required	Step 7: Education and Training
Chemical Engineer	<i>Able to identify, analyse and solve problems</i>	<i>University of Adelaide</i>
	<i>Good communication skills Practical and creative</i>	<i>Bachelor of Engineering (Chemical)</i>
	<i>Able to work independently and able to accept responsibility</i>	<i>4 years full-time</i>
Step 8: Entry Requirements	Step 9: Year 12/13 Subjects	Step 10: Year 11 Subjects
<i>Year 12</i>	<i>Mathematical Studies, Physics</i>	<i>Maths (3 units)</i>
<i>Pre-requisites: Mathematical Studies, Physics and Chemistry (or Specialist Maths)</i>	<i>Specialist Maths</i>	<i>Physics and Chemistry</i>

Chosen Occupation 1	Skills Required	Education and Training
Entry Requirements	Year 12/13 Subjects	Year 11 Subjects

Chosen Occupation 2	Skills Required	Education and Training
Entry Requirements	Year 12/13 Subjects	Year 11 Subjects

Chosen Occupation 3	Skills Required	Education and Training
Entry Requirements	Year 12/13 Subjects	Year 11 Subjects

Chosen Occupation 4	Skills Required	Education and Training
Entry Requirements	Year 12/13 Subjects	Year 11 Subjects

Chosen Occupation 5	Skills Required	Education and Training
Entry Requirements	Year 12/13 Subjects	Year 11 Subjects

Congratulations on working out a career plan! This plan can be adapted and changed as you go along, but it is a great starting point.