

Job Exploration Checklist



Use this worksheet to help you explore your jobs of interest. You will find all the info you need to get started at:
www.careers.govt.nz

Job Title: _____

What People in this job do: *Key Tasks & Specialisations:*

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Personal Requirements: *Try and identify both the 'hard' and 'soft' skills*

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How to get into the Job: *Education & Training required (Secondary & Tertiary)*

Working Conditions: *Hours, Location etc*

Pay & Progression: *How much can I earn? What could this job lead to?*

Job Outlook: *Job Demand & Growth Prospects*

Similar Jobs and Industries: *These may also be worth exploring*

Further Contacts: *Where to find more info*

Does the job still appeal? Do you think it is a good 'fit' for you? If so, you may want to further investigate:
TALK to someone in the occupation, **GO** visit relevant training organisations or workplaces, **TRY** volunteer work or work experience or **READ** related websites/books... The more you know, the better your decisions!