

# CAREER SERVICES CENTER

## Seattle Central Community College

### Personal Strengths and Weaknesses

A reason for identifying personal strengths and weaknesses is to help achieve success in my professional life, personal life, as well as the role that I play in a learning team to be most effective. Throughout life, we acquire abilities and skills that help us to compete with others or to reach our goals. We also have underdeveloped areas or weaknesses that need improvement. By identifying these strengths and weaknesses, we can better ourselves, and we can improve the weaker areas while using our strengths to our advantage.

- ❖ **What are your strengths? What personal strengths do you have that will get you through school/ life?**
  - Write a paragraph describing your strengths
  
- ❖ **What are your weaknesses? What are the things that will get in your way of success at school and life? What can you do to work on your weaknesses?**
  - Write a paragraph describing your weaknesses and how you will work to overcome them.

E.G. (example)

By looking within myself and asking co-workers, these are the strengths I have: being efficient, polite to others, team player, a good listener, being organized and neat, being helpful and enjoying teaching others, honesty, being able to meet deadlines, showing empathy, caring about people, being dependable, easy to talk to, likes learning new things or tasks, good sense of humor, and having an educational agenda.

I have to have everything a certain way before I study, write, work, or do virtually any task. Sometimes this can be time consuming. The weaknesses that I have are being a perfectionist, expecting a lot of others, letting things aggravate me easily, being impatient, working at a much faster pace than those around me, and when at home I procrastinate. I learn best by sharing information, interacting with others, and a hands-on approach. Knowing my weaknesses helps me to plan ways to overcome them when I am doing tasks and interacting with others. I need to be kinder to myself and less rigid about things being just so. I also need to be more sensitive and understanding of others who do not embrace my perfectionist habits. I also need to be patient with people who take longer to do stuff and just relax. I could take a break or practice breathing techniques to help me relax while I am waiting. Because I learn best by 'doing' I have to communicate this to my teachers and also create ways to make school active, whether it be studying in groups or creating fun ways to study material from class. Because I have a tendency to procrastinate I will create a daily schedule with built in rewards and times for studying and getting assignments done. If I get my school work out of the way, then I can reward myself by doing the stuff that relaxes me and that I enjoy.