

# Personal Positioning

The "inner compass" is based on a clear professional identity, the knowledge of personal values, interests, preferences, strengths, the importance of work in your own life, as well as your personal attitude towards the role you want to play at work. Various studies show that clearer career goals and a clear self-assessment make people more satisfied and objectively more successful in their careers.

Some points are listed below, which will provide a clearer picture of your skills, interests, values and goals. Keep the results of your reflection in writing.

## Reflecting your own biography

A good starting point for self-reflection is your own biography. Try to recall your earliest childhood. How did you grow up? What were later important stages and turning points in the history of your life? What people, events, and places have particularly affected you? What fascinates you, what interests do you have? What was important to you? What were your value systems? How did you prefer to spend your leisure time – and why? What role did school or work play – and why? What activities did you generally like and pursue? In what special way did these activities appeal to you?

## Identification of competencies and interests

Take your resume and consider each one of your professional activities' items concerning your education and work activities. Which central competencies have you acquired, and where? Try identifying both typical and particularly successful or particularly difficult work / tasks.

On the basis of concrete situations, determine which competences you have demonstrated or appropriated. Competencies include occupational skills (e.g. specialist knowledge, language skills), methodological abilities (e.g. project planning, scientific work), personal attributes (e.g. perseverance, flexibility) and social skills (such as teamwork, talent for leadership).

For each item on your resume, you should decide, which activities / work contents you enjoyed most. What fascinated you about that particular activity?

## Professional values

Professional values denote what is important in work and life in general. Values are a central guideline for our behaviour and decisions. What is particularly important to you at work? What is important to you in your life in general? What is the significance for you, for example, of things like income, friendly and pleasant working environment, leisure, work-life balance, a varied place of work, working in your field of interest, or job security? Why are these things important to you? Which implications do these values have for your career planning?