

Positive Personal Profile

The Positive Personal Profile is a tool the job seekers, their families, or employment professionals can use to:

- Help see past the challenges of having a disability and put the focus on positive attributes
- Help inventory those attributes
- Help identify need supports or additional skill building
- Help to prepare for a job interview by finding key points to help “sell yourself” to an employer

Name:

Dreams & Goals	Skills & Knowledge
Learning Styles	Interests & Talents
Positive Personality Traits	Values
Environmental Preferences	Dislikes, Quirks, Idiosyncrasies
Work Experiences	Support Systems

List your features:

Potential jobs to explore:

Features to Benefits Form

Whether for a jobseeker selling them self to an employer or a job developer selling a jobseeker, a good strategy to use is Features to Benefits. In the left column, record the great features and assets of the person that is being presented; these can come straight from a Positive Personal profile. In the right column, list how each feature benefits the employer – and be specific! For example, a feature of a job seeker might be ‘detail oriented.’ A benefit to a manager of a retail store is that she will always neatly fold and hang all the clothes so it is easier and more pleasant for customers to shop, and they will buy more. The more you can show a person positively affects a business’ bottom line, the stronger the sell. Now you have the makings of a great Marketing Speech!

FEATURES of the Job Seeker	BENEFITS to the Employer