WORK ENVIRONMENT PREFERENCES

Work environment issues are external (tangible) work values. Please select what you feel are important areas related to your work environment that would enhance job satisfaction.

Directions: Select a preference that best fits your needs.

1. Geographic area where you prefer to live (eg. Specific city, small town, area of country or world, etc.)
   a) specific location  b) flexible on location  c) no preference

2. Preference to be:
   a) frequently supervised  b) rarely supervised  c) no preference

3. Preference to work:
   a) part--time  b) full--time  c) no preference

4. Preference to be:
   a) your own boss  b) work for someone  c) no preference

5. Preference to work with a specific group of people (ie. Children, professionals, athletes, international, creative, teenagers, etc):
   a) yes  b) no  c) no preference
   please specify:

6. Preference to work:
   a) inside  b) outside  c) no preference

7. Preference to work in:
   a) an active environment  b) quiet environment  c) no preference

8. Preference to work:
   a) mostly alone  b) mostly with others  c) no preference

9. Preference for working in a:
   a) non-physical position  b) physically active position  c) no preference
10. Preference for:
   a) repetitive duties       b) variety of duties       c) no preference

11. Preference for your workday to be:
    a) structured              b) unstructured              c) no preference

12. Preference for the number of people in the organization for which you work:
    a) small/medium            b) large (over 1000)          c) no preference

13. Tolerance for length of commute time:
    a) 0 –30 minutes           b) 30 + minutes           c) no preference

14. Preference to:
    a) initiate work           b) respond to others      c) no preference

15. Preference for work that requires precision and close attention to detail:
    a) yes                      b) no                    c) no preference

16. Preference to:
    a) little or no travel      b) moderate to heavy travel c) no preference

17. Other work environment preferences not listed:
    ______________________   ______________________   ______________________
    ______________________   ______________________   ______________________

SUMMARY: List your five most important work environment preferences from this worksheet:
1.____________________________________________________________________
2.____________________________________________________________________
3.____________________________________________________________________
4.____________________________________________________________________
5.____________________________________________________________________

When looking at opportunities, take your work environment preferences into consideration and determine if they fit into what you’ve researched regarding the organization.