

## Career Exploration Worksheet – Sample

**Directions:** Fill out each section (one page for each career). Go to <https://www.mynextmove.org> in order to begin your research.

<p><b>Career Title</b> Find and click on your occupation of interest. Write title in box. You may want to include the URL so you can easily find it later.</p>	<p>Computer User Support Specialist (<a href="https://www.mynextmove.org/profile/summary/15-1151.00">https://www.mynextmove.org/profile/summary/15-1151.00</a>)</p>
<p><b>Explanation of the career</b> Write a general summary on the career report. Look under “What they do” for information.</p>	<ul style="list-style-type: none"> <li>• Provide technical assistance to computer users.</li> <li>• Answer questions or resolve computer problems for clients in person, via telephone, or electronically.</li> <li>• May provide assistance concerning the use of computer hardware and software, including printing, installation, word processing, electronic mail, and operating systems.</li> </ul>
<p><b>Work Activities</b> List the two most important to you. Look under “On the job, you would” for work activities.</p>	<p>1) Answer user inquiries regarding computer software of hardware operation to resolve problems.</p>
	<p>2) Oversee the daily performance of computer systems.</p>
<p><b>Education Required</b> List the highest education level required.</p>	<p>Bachelor’s Degree or High School diploma/GED.</p>
<p><b>Job Outlook</b> What is the job outlook?</p>	<p><input checked="" type="checkbox"/> Bright    <input type="checkbox"/> Average    <input type="checkbox"/> Below Average</p>
<p><b>Wage &amp; Employment Trends</b> List the national median wage. (Click on “Local Salary Info” and enter your zip code for more info.)</p>	<p>Hourly: \$24.14  Annual: \$50,210</p>
<p><b>Other Information</b></p>	<p>Other skills: attention to detail, dependability, cooperation, analytical thinking, integrity, stress tolerance, communicate by speaking, listening, and understanding what people say, asking good questions, notice when problems happen, thinking through different options, etc.</p>



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