

# CAREER ASSESSMENT AND COUNSELLING PRE-INTAKE INFORMATION PACK

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*"CHOOSE A JOB YOU LOVE, AND YOU WILL NEVER HAVE TO WORK A DAY IN YOUR LIFE."  
- CONFUCIUS*

Ushmita Nana

COUNSELLING PSYCHOLOGIST | REGISTRATION NUMBER: PS0134007

# Ushmita Nana

## COUNSELLING PSYCHOLOGIST

*MA Couns Psych (UJ), BSc Hons (UNISA), BSc (UNISA)*

Practice Areas: Lenasia and Roodepoort  
Phone Number: 071 685 4902  
Email: [ushmitanana@gmail.com](mailto:ushmitanana@gmail.com)

HPCSA: PS 0134007  
BHF : 0860020664537

Thank you for completing the Pre-intake pack. The information in this pack will provide valuable input into the career counselling process.

### CAREER ASSESSMENT AND COUNSELLING QUESTIONNAIRE

#### Personal Details

Surname: .....

Full Names: .....

Home Language: .....

#### Educational Details

Name of School: ..... Grade: .....

List of Subjects: .....

.....

.....

.....

.....

.....

.....

What are your expectations of the career assessment and counselling process?

.....

.....

.....

Indicate your three favourite subjects and provide reasons:

.....

.....

.....

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Indicate your three least favourite subjects and provide reasons:

.....  
.....  
.....

### **Free Time and Relaxation**

What do you do in your free time?

.....  
.....  
.....

### **Knowing Yourself**

Indicate the following:

a) Hobbies:

- .....
- .....
- .....

b) Talents:

- .....
- .....
- .....

c) Skills:

- .....
- .....
- .....

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In your own words, briefly describe your personality:

.....  
.....  
.....

What do you think have been your greatest achievements so far?

.....  
.....  
.....

### Career Orientation

List careers you would consider pursuing:

*(Please provide a reason why you consider the idea of pursuing these careers.)*

1<sup>st</sup> Choice: .....

Reason: .....

2<sup>nd</sup> Choice: .....

Reason: .....

3<sup>rd</sup> Choice: .....

Reason: .....

What careers do your teachers, family and friends suggest you should follow?

- .....
- .....
- .....

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### **Career Interest**

Twelve important fields of interest are listed below. Indicate which three you like most by numbering them 1, 2 and 3 in order of preference; also indicate which you would like least by numbering those 10, 11 and 12. Ask yourself whether you would like to spend the larger part of your time on activities which involve the following:

Working with individual persons	
Working with groups of people	
Calculating figures	
Business activities such as buying and selling	
Writing reports, stories and letters	
Reading books, articles and letters	
Handicrafts or working with tools	
Art exploration or exploration	
Working with machinery or repairing machinery	
Doing scientific work in laboratories	
The caring for, breeding and conservation of animals	
Caring for and cultivating plants	

Assume that you have to consider the following careers. Indicate which three you like the most by numbering them 1,2 and 3 in order of preference and which three you dislike the most by numbering them 26, 27 and 28.

Accountant	
Actuary	
Architect	
Artist	
Actor	

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Beautician/somatologist	
Chef	
Computer Programmer	
Computer Technician	
Dietician	
Engineer	
Entrepreneur	
Estate Agent	
Fashion Designer	
Financial Consultant	
Graphic Designer	
Jeweler	
Journalist	
Hairdresser	
Hotel Manager	
Laboratory Technician	
Landscaping	
Lawyer	
Librarian	
Marketing Consultant	
Medical Doctor	
Mechanic	
Musician	
Nurse	
Psychologist	
Plumber	
Police Officer	
Salesperson	

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Scientific Researcher	
Secretary/Personal Assistant	
Social Worker	
Sound Engineer	
Stockbroker	
Teacher	
Veterinary Surgeon	
Zoologist	

### Career Values

Please indicate which five values are most important to you regarding your work.

Achievement	
Creativity	
Helping Others	
Helping Society	
Environment	
Money	
Status/recognition	
Free time/leisure	
Leadership	
Moral Fulfillment	
Intellectual Stimulation	
Self-direction	
Stability	
Security	
Variety	
Authority	

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Enjoyment	
Competition	
Challenge/adventure	
Independence	

### **Plans for the Future**

Where do you see yourself five to ten years from now?

.....

.....

.....

Complete the following sentences:

- a) I think my future .....
- .....
- .....
- b) My greatest motivation in life is .....
- .....
- .....
- c) A career must .....
- .....
- .....