



Use this quick checklist to determine if a company (and the job) has the potential to satisfy what you need and want.

For a more detailed evaluation of what you need and want in a job, and/or to evaluate your current or past job, complete the Personal Workplace Profile. (This is available at www.theworkplacereview.com).

What to ask yourself

		Yes	Maybe	No
Work Tasks	Does the work interest me?			
	Will the work challenge me?			
	Will the work be satisfying and/or rewarding?			
	Will I learn new things/skills?			
	Will the work prepare me for advancement?			
	Do I see advancement opportunities for me?			
	Other			
People	Do I feel comfortable with my potential co-workers?			
	Do I look forward to working with my potential manager/supervisor?			
	Can I trust the leadership?			
	Do I look forward to working with the company's customers?			
	Other			
Environment	Will I feel comfortable here?			
	Is this the kind of work environment I want?			
	Are the company's values in alignment with mine?			
	Is the company's involvement in the community and/or social issues acceptable to me?			
	Will I be able to maintain the work/life balance I seek?			
	Is the travel time to work acceptable?			
	Other			
Benefits	Is the salary acceptable?			
	Are the benefits acceptable?			
	Other			
Company	Do the company's products and/or services interest me?			
	Do I like the industry the company is in?			
	Is the company sufficiently financially stable?			
	Am I comfortable with the growth potential of the company?			
	Other			