

## Career Pointers

Suggestion	Underuse	Overuse
<p><b>Know your values</b> Advancement, financial, family life, intellectual development</p>	Career and values do not align, performance falls	So rigid that you limit yourself
<b>Modest &amp; Humble</b>	Braggart, know-it-all	Self limiting, timid
<b>Respect</b>	Elitist	???
<b>Calculated</b>	Foolish & Risky	“analysis paralysis”
<p><b>“Ladder Savvy”</b> <b>Stay for cleanup</b></p>	Timid and fearful Deserter, not team player	Disrespectful Union conflicts, sensitive to peoples’ ownership of their job
<b>Spend time on the floor. Tap into the best solutions</b>	Disconnected, elitist	Performance falls, staff may question what you do
<b>Focus on today &amp; tomorrow</b>	Idle in past, blame	Not able to execute today’s tasks
<p><b>Optimum is not always best.</b> <b>Simplicity!</b></p>	Too simple does not account for future flexibility and can be sloppy	Tough process control, design out of financial feasibility
<b>Delivering excellence does not mean success</b>	Just doing your job well is not enough, must be proactive and a leader	Squeaky wheel, arrogant, pest

## Interview Pointers

Suggestion	Underuse	Overuse
Be Honest	We can tell when people are “stretching”	Focus on faults/errors and not strengths
Sell yourself	Make the interviewer probe to gauge fit	Pushy, arrogant
Know enough about the company to have a conversation	Walk into the interview blind	Spend too much time asking about the company and not the role
Know the Role, ask right away if you’re unsure R&D, Research, Manufacturing, Managerial, technical	Walk in blind	Talk/ask too much about the role and do not talk about self in the role
Interview for the role, not your experiences	Focus only on experience without tie-in to new career	Exaggerate linkages
Ask questions to demonstrate interest	One way discussion without asking questions	Too many questions derails the interview
Mention resume weaknesses up front, take ownership	Leave it to the interviewers to ask or infer	Focusing on weaknesses is perceived as weak
Answer the question behind the question Are they trying to judge my character, technical ability, other?	Take answers in wrong direction, talk too much	Get nervous or over think answers
Pick up on verbal and non verbal cues	Take answers in wrong direction, talk too much	Get nervous or overreact