



Paula Garcia

Career Orientation Report

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HI, PAULA!

This report contains information that will help you make decisions regarding your academic and professional future.

Remember that career guidance is a process and this is the first step. Therefore, the information you will find in these pages is not conclusive but rather illustrative, and will help you think about and reflect on your interests, skills and options towards the future.

In this report, you will find:

03

WHO AM I?

Behavioural Profile and competencies

05

WHAT AM I GOOD AT?

Multiple intelligences

06

WHAT AM I INTERESTED IN?

Preferences

08

WHAT MIGHT I STUDY?

Degrees

Pages



WHO AM I?

This is a brief description of your most characteristic behaviours.

Paula is a polite, friendly, precise and tactful individual who will always try to avoid antagonistic situations through attention to detail and by eliminating the possibilities for errors. She will do whatever she can to avoid mistakes.

She strives to be objective and rational in her work. She is good at work that requires precise calculations based on detailed knowledge and information.

She feels comfortable if she has enough time and information to organize herself. Because she tends to be a detail-oriented perfectionist, she feels stressed if she does not have enough time or information to clarify her work. Paula may become overly anxious and demand explicit rules and instructions.

When making a decision, especially in a new or unfamiliar area, she will want to have a lot of data available. She is a perfectionist who is cautious when making decisions, which might frustrate more proactive, less detail-oriented individuals. She is efficient at dealing with detailed information and very cautious and controlled when making decisions. She prefers to work objectively, based on facts and data.

Paula is motivated by a moderately structured environment, a democratic leader and a clearly-defined job description. She reacts positively to praise, as well as sincere appreciation of her expertise and knowledge.

Paula is very adaptable and will back down from her position just to preserve a conflict-free environment. She seeks harmony and cooperation on the team. To achieve this harmony, she will often try to satisfy the needs of others. However, she may be very demanding regarding adherence to rules, guidelines and procedures.

She is generally a good communicator with the ability to listen as well as speak. Paula prefers working at her own pace and may become anxious or defensive when pressured to simplify things. She may also adopt a defensive attitude if her work is criticized.

She is moderately extroverted and likes working with others. She is generally a good team player, who may become an integral part of the group. She is sociable and likes interaction, especially in familiar or pleasant environments. Her peaceful, reserved and service-oriented approach gains her the trust of others, who will frequently seek her out to share their problems or concerns. She also prefers having her superiors available to offer advice, direction and guidance.

She tends to adhere to policies, procedures and instructions without a problem, but will become stressed by confrontation and arguments. In these cases, Paula may prefer to back down and could project an image of insecurity.

She will be skilled at influencing others in a non-aggressive way, eliciting a positive reaction by sharing detailed or specialized information. To achieve her best performance, Paula prefers working at her own pace and will take longer to improve the quality.

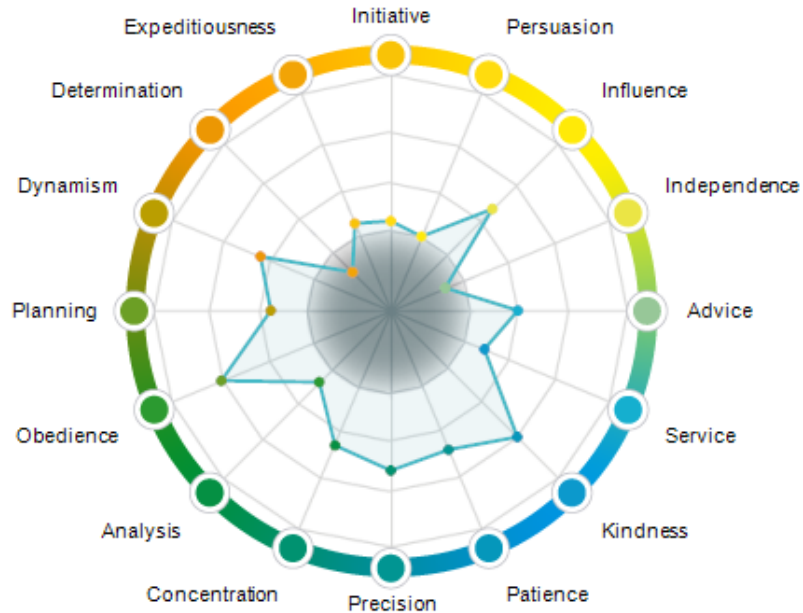
Paula is someone with a strong conscience. She strives to do a good job. She tries to be efficient, relying on facts and data, being precise, consistent, stable, loyal, cooperative and collaborative in her work.

Paula is generally tolerant and is prepared to recognize and respect the ideas and opinions of others. When faced with difficult situations, she prefers to be reserved and tactful, and seeks to establish loyalty with people and organizations.

Paula will appreciate a supervisor who treats her considerately and whose judgment and fairness she can respect. Paula may seek reassurance from her supervisors that she is doing a good job.

My strengths:

The behaviours closest to the circle are your strengths, while those furthest from (closer to) the centre of the circle are the behaviours that require more effort.



REQUIRES LESS EFFORT

- Obedience**

It is the ability to persist in the effort to carry out the task correctly. This person works towards results in a consistent and safe way, following procedures. This individual is detailed, perfectionist and avoids making mistakes in assignments.
- Kindness**

It is the ability to treat others in a kind and friendly manner. This person works towards results in a patient, kind and amicable way, avoiding confrontation. This is a pleasant and gentle individual.
- Precision**

It is the ability to carry out tasks carefully and accurately. This person works towards results in a cautious and careful manner. This individual prefers structured and well-defined environments and tasks. This is a precise, detailed and meticulous person.
- Patience**

It is the ability to allocate time to each task. This person works towards results in a patient and consistent manner. This individual has a great capacity for listening and empathy. This is a considerate and kind person.
- Concentration**

It is the ability to focus on the task. This person works towards results in an analytical and methodical way, following procedures. This individual is meticulous, perfectionist and organised.
- Influence**

It is the ability to cause impact on others. This individual works towards results promoting teamwork and displaying his or her interpersonal skills. This person is very sociable, optimistic and friendly.
- Dynamism**

It is the ability to act energetically when carrying out the tasks. This person works towards results in a dynamic way by fostering change and quickly adapting to new situations. This individual is impatient, intense and active.
- Advice**

It is the ability to understand people's needs and provide appropriate solutions. This person has good communication and listening skills. This is a friendly, persuasive, polite and kind individual.

- Planning**

It is the ability to solve problems. This person works towards results by studying, solving difficult problems and making decisions based on logic. This is a meticulous, precise and curious individual.
- Service**

It is the capacity to support people. This person works towards results in a helpful way, by listening to, delving into and analysing the information. This individual is patient, calm and balanced, even under pressure.
- Analysis**

It is the ability to understand the causes of situations in a logical, systematic and orderly manner. This individual works towards results by doing research and analysis. This person is reliable, disciplined and accurate.
- Expeditiousness**

It is the ability to make decisions and act fast. This person works towards results in a dynamic, agile and competitive way, making quick decisions. This individual is expeditious, impatient and restless, and therefore enjoys a variety of tasks.
- Initiative**

It is the willingness to be proactive. Recognises opportunities and is proactive because they are results-oriented. Integrating, extroverted and creative.
- Persuasion**

It is the ability to work with and through others to get the job done. This person works towards results in a creative way and uses persuasion to convince others. This is a sociable, friendly and supportive individual.
- Independence**

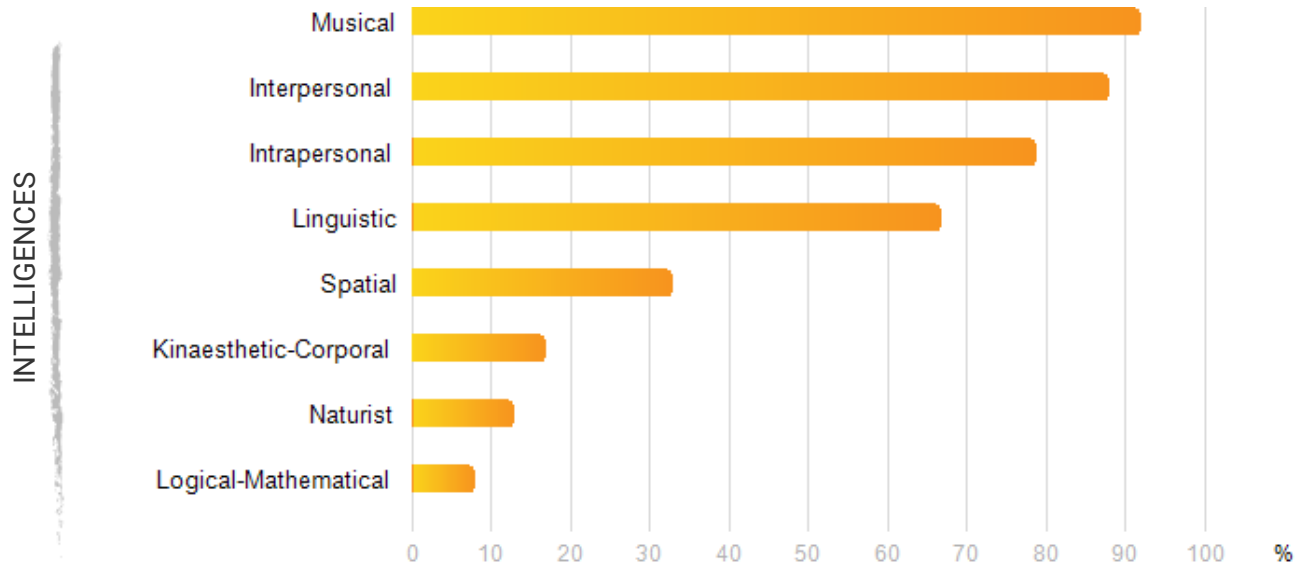
It is the capacity to undertake various projects with confidence and responsibility. This person works towards results independently. This is a self-confident individual.
- Determination**

It is the ability to act with resolution and determination to achieve a goal. This person works towards results in a determined and firm manner. This individual is a risk-taker, competitive and proactive.

REQUIRES MORE EFFORT

WHAT AM I GOOD AT?

We are all adept in different ways. Below you will see a ranking of your skills.



01. MUSICAL INTELLIGENCE

You have the ability to know how to use and distinguish between different musical elements (rhythm, tone, pitch). If you decide to develop these skills you could be able to compose and interpret musical pieces.

02. INTERPERSONAL INTELLIGENCE

You have the ability to interact and understand people and their emotions. You stand out for your ability to communicate and negotiate.

03. INTRAPERSONAL INTELLIGENCE

You are able to understand yourself and use this knowledge to operate effectively in life. You are able to recognise and understand your own limitations in each situation.

04. LINGUISTIC INTELLIGENCE

You have capabilities using verbal and written language. You are able to write with coherence and style, learn other languages with ease and adequately interpret the meaning of different literary texts.

05. SPATIAL INTELLIGENCE

You have the ability to perceive the world and create mental images based on your visual experience. You have a high capacity for understanding graphs and charts and you visually approximate reality.

06. KINAESTHETIC-CORPORAL INTELLIGENCE

You have the ability to use your body to learn and express ideas and feelings. This includes mastery of physical skills such as balance, strength, flexibility and speed.

07. NATURIST INTELLIGENCE

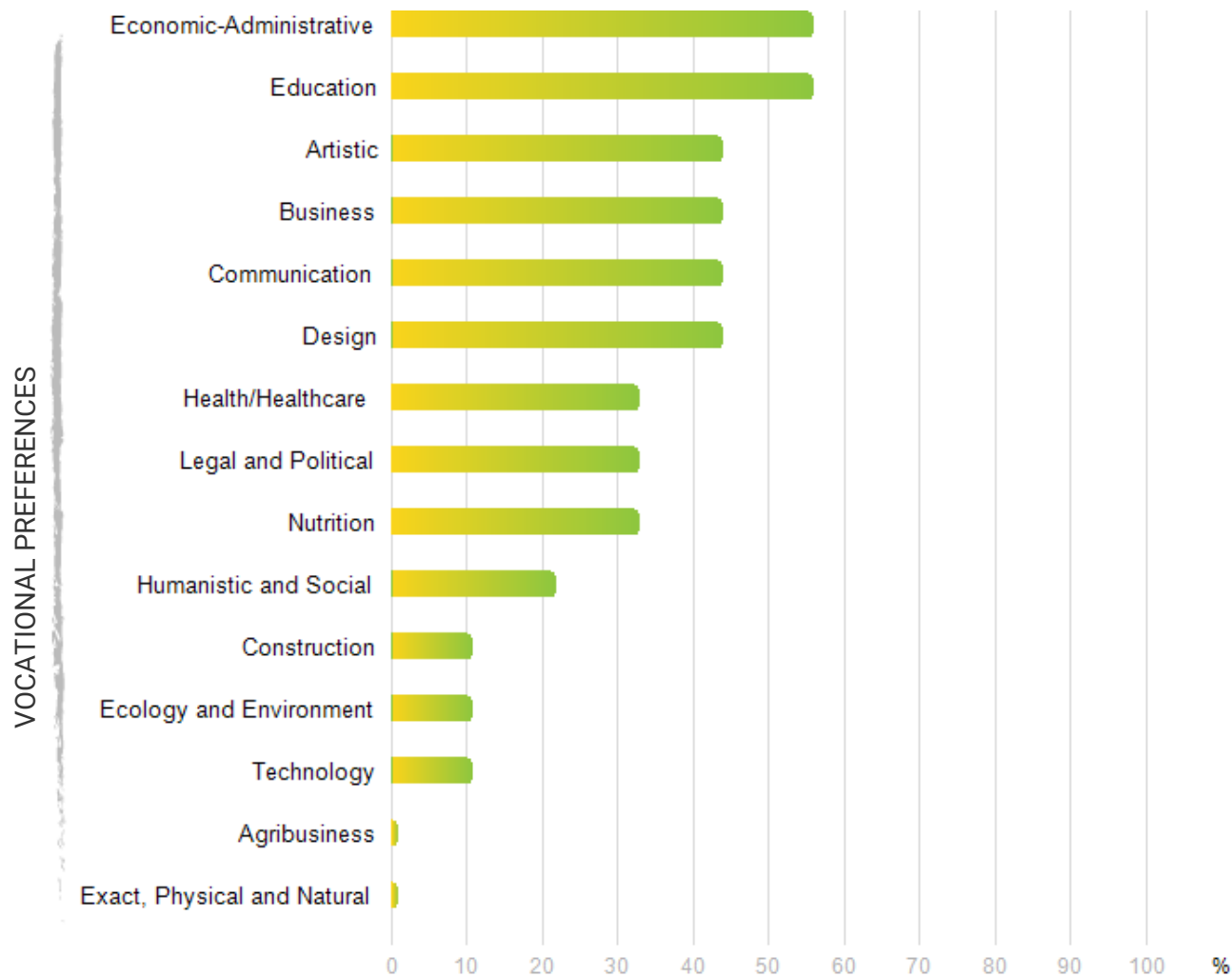
You have the ability to observe, experience and reflect on your environment. You are able to effectively use scientific thought and identify patterns in nature. You have the ability to utilise different elements in nature in a beneficial way.

08. LOGICAL-MATHEMATICAL INTELLIGENCE

You are capable of complex reasoning, cause-effect relationships, abstraction and problem-solving. You usually assess the odds and approach different situations based on logical reasoning.

WHAT AM I INTERESTED IN?

Knowing your interests will help orient your career search.



01.

ECONOMIC-ADMINISTRATIVE

You are interested in activities related to companies and commerce, such as the preparation, analysis and projection of financial, budgetary and fiscal statements, as well as the elaboration and implementation of policies and procedures for administrative jobs.

02.

EDUCATION

You enjoy activities that help you build on your own potential through education. These activities imply an interest in understanding human behaviour, researching educational issues.

03.

ARTISTIC

You enjoy aesthetic exploration and the representation of emotions and reality through manual activities that involve the body. You might also be interested in learning about different artistic techniques and movements and their history.



04. BUSINESS

You enjoy strategic planning and are able to understand the whole of a complex situation. You have communication skills and are able to interpret data in order to make risky decisions for the future.

05. COMMUNICATION

You like to stay up on current social, economic and political realities. You have a knack for transmitting written and verbal messages, and you use these tools to improve communication and the information delivered to society.

06. DESIGN

You like creative activities and using tools to turn them into a reality. You have an aesthetic sense and enjoy modifying and intervening in spaces, images or objects in order to improve them.

07. HEALTH/HEALTHCARE

You enjoy activities that aim to help people live life to the fullest, restoring their health and curing illnesses. You are interested in biology disciplines and the study of somatic phenomena, human relationships and the attitude of service.

08. LEGAL AND POLITICAL

You like to stay up on and understand domestic and international politics and adherence to the law. You have communication and social skills that allow you to be persuasive when engaging in arguments with others.

09. NUTRITION

You enjoy handling food, understanding its composition and innovating with different food combinations. You are concerned about the consequences of eating certain foods and pay attention to the reactions they produce in consumers.

10. HUMANISTIC AND SOCIAL

You enjoy activities that involve researching and participating in human spaces, either working directly with or indirectly for others. These interventions entail an array of scientific, technical, sociocultural and ethical know-how.

11. CONSTRUCTION

You enjoy creating physical spaces, whether through projection, supervision, decoration or planning their functionality.

12. ECOLOGY AND ENVIRONMENT

You are interested in learning about natural resources, their use and preservation. You feel comfortable with activities that require you to be outdoors, doing experiments in laboratories, and thinking up ingenious ways to solve problems.

13. TECHNOLOGY

You are interested in activities related to invention and technology development. These activities require a predilection for exact sciences, technical drawing, manual labour, technology and logical reasoning.

14. AGRIBUSINESS

You enjoy being outdoors and in contact with nature. You are interested in activities that help protect and improve the production of natural resources.

15. EXACT, PHYSICAL AND NATURAL

You like to learn about and understand natural phenomena and the laws of nature, and rely on experimentation, scientific method, the search for results and logical deductions.



WHAT MIGHT I STUDY?

In this section you will find the degrees we suggest for you based on your preferences, skills and profile.



Remember that this information is not conclusive but rather illustrative, and will help you think about your options.



Bachelor's Degree in Human Resources

Unit of Knowledge: Social Sciences / Humanities

The holder of a Bachelor's Degree in Human Resources is responsible for managing the staff at a company, maintaining balance between people's behaviour and the company's objectives. This professional holds a key position as they have a major role in planning, selecting, training, motivating and assessing performance; organizing and coordinating interpersonal relations and implementing actions to prevent and/or solve organizational conflicts.

(*) Related Degrees: Coaching, Bachelor's Degree in Sociology, Bachelor's Degree in Psychology,



Bachelor's Degree in Public Administration

Unit of Knowledge: Administration

The central objective of the program is to train public administrators qualified to occupy leadership positions, as well as specialized consultancy, in the different jurisdictional levels of national Public Administration. The coursework will aim to provide a well-rounded education so that the professional is able to participate in processes related to the design, execution and assessment of public policies. The Bachelor's Degree in Public Administration intends to respond to the theoretical and practical challenges provoked by the growing diversification of government activity, the growing complexity of its administrative wing, the crisis of its traditional organizational methods and new ties with society.

(*) Related Degrees: Bachelor's Degree in Administration, Bachelor's Degree in Political Science, Bachelor's Degree in Hotel Management, Bachelor's Degree in Business Administration



Bachelor's Degree in Special Education

Unit of Knowledge: Education

The holder of a Bachelor's Degree in Special Education aims to develop the critical ability of their students, from a pedagogical-didactic perspective, in order to understand disability problems from the paradigm of inclusion; to reflect on the new theoretical frameworks and their impact on institutional practices and in the classroom, from an education based on attention to diversity and building a solid scientific and humane education using a holistic approach to educational problems that both regular and special schools face, based on an inclusive education.

(*) Related Degrees: Bachelor's Degree in Education Sciences, Bachelor's Degree in Psychopedagogy, Technical Degree in Occupational Therapy

Bachelor's Degree in Hotel Management

Unit of Knowledge: Administration

The holder of a Bachelor's Degree in Hotel Management is a professional capable of managing companies in the ambit of hotel services, taking into account the economic, sociocultural and environmental variables that directly affect these establishments. They might work in either the public and private sector, as an employee, business owner or consultant.

(*) Related Degrees: Bachelor's Degree in Administration, Bachelor's Degree in Gastronomy, Bachelor's Degree in Business Administration

Teaching Certification in Early Education

Unit of Knowledge: Education

The Early Education Teacher will find work at a preschool and might teach at either public or private institutions, performing the following functions and tasks: Define strategies related to learning, organization and the effective use of resources, allowing them to achieve their goals - Planning, leading and assessing learning processes within the framework of the jurisdictional curriculum and institutional projects at the school where they work - Supervising and guiding students toward better performance - Promoting actions that foster social and cultural integration and justice, liberty and the educational participation of children, understanding diversity - Participating on a team to conduct research activities on teaching and proposing ways to improve - Designing, participating and/or advising on classroom, institutional, jurisdictional projects of various orders in formal and non-formal education settings - Participating in community events/programs and/or multimedia programs on topics related to Early Education (debates, seminars, conventions).

(*) Related Degrees: Bachelor's Degree in Education Sciences, Teaching Certification in Primary Education, Bachelor's Degree in Special Education



Bachelor's Degree in Administration

Unit of Knowledge: Administration

This professional can perform managerial functions related to analysis, planning, organization, coordination and supervision within different departments of the company such as Finance, Administration, Human Resources, Marketing and Logistics, etc. They can develop and manage organizational policies, systems and methods, and design structures and functions and apply data processing systems.

(*) Related Degrees: Bachelor's Degree in Finance, Bachelor's Degree in Hotel Management, Bachelor's Degree in Public Administration, Bachelor's Degree in Business Administration