

Unit 206: Understand own role in self development

Worksheet 1: Personal qualities

Read each sentence carefully. Choose the best word to fill in the blank.

1. Personal qualities are personal _____ of an individual.
skills duties characteristics requirements
2. Personal qualities are what make up one's _____.
situation job personality patience
3. They help a person get along in a new _____.
situation skills car employer
4. For example, _____ is a quality employers want in a good worker.
Dependability skills duties dishonesty
5. Other qualities _____ value are honesty, intelligence, and leadership.
government employers duties delivery driver
6. Flexibility, assertiveness, problem solving, and _____ are also valued.
announcements friendliness dishonesty a bad attitude
7. Most employers want people who are dependable and who get along with _____.
others skills personality patience
8. Though skills are important, an employer will select new employees based on their _____ as well.
personal qualities social life bank balance