



## Myers – Briggs Type Indicator® Career Report

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**QAMAR CONSULTING**  
Discovering Potential & Optimizing Performance

Report prepared for

**ISTJ**

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## Introduction

This report is prepared to help you understand your results on the **Myers-Briggs Type Indicator®** (MBTI®) instrument and how they can be applied in the organizational settings.

The MBTI assessment is a self-awareness tool based on the theories of Swiss psychologist **Carl Gustav Jung** and the work of an American mother-and-daughter team, **Katherine Briggs** and **Isabel Myers**. With more than sixty years of research and development supporting its reliability and validity, the MBTI tool has helped millions worldwide develop a deeper understanding of themselves and others.

The MBTI Assessment is nonjudgmental and helps people learn about themselves through an investigation of what they prefer, or their preferences. The MBTI assessment sorts individuals in terms of four pairs of preferences, or dichotomies, that reflect

**Source of Energy**

**Mode of Taking in Information**

**Mode of Evaluating Information**

**Lifestyle**

**Extraversion-Introversion (E-I)**

**Sensing – iNtuition (S-N)**

**Thinking – Feeling (T-F)**

**Judging – Perceiving (J-P)**

### **In understanding your MBTI results, remember that the MBTI tool**

- Describes rather than prescribes, and therefore is used to open possibilities, not to limit options
- Identifies preferences, not skills, abilities, or competencies
- Assumes that all preferences are equally important and can be used by every person
- Is well documented with thousands of scientific studies conducted during a sixty-year period
- Is supported by ongoing research

### **How Your MBTI® Career Report for Students is Organized**

- Summary of your MBTI® Results
- Overview
- Learning
- Writing
- Procrastination
- Work Related Strengths
- Work Related Weaknesses
- Career Satisfaction
- Career Exploration
- Job Search
- Conclusion

## Summary of Your MBTI® Results

This report is based on your results (best fit type) you have mentioned in the self scorable MBTI answer sheets after type verification process during the feedback session.

Best Fit Type				
Where you focus their attention	<b>E</b>	<b>Extraversion</b> Preferences for drawing energy from the outside world of people, activities, and things	<b>I</b>	<b>Introversion</b> Preferences for drawing energy from one's inner world of ideas, emotions, and impressions
The way you take in information	<b>S</b>	<b>Sensing</b> Preferences for taking in information through the five senses and noticing what is actual	<b>N</b>	<b>Intuition</b> Preferences for taking in information through a "sixth sense" and noticing what might be
The way you make decisions	<b>T</b>	<b>Thinking</b> Preferences for organizing and structuring information to decide in a logical, objective	<b>F</b>	<b>Feeling</b> Preferences for organizing and structuring information to decide in a personal, values-based way
How you deal with the outer world	<b>J</b>	<b>Judging</b> Preferences for living a planned and organized life	<b>P</b>	<b>Perceiving</b> Preferences for living a spontaneous and flexible life

<b>ISTJ</b>	ISFJ	INFJ	INTJ
ISTP	ISFP	INFP	INTP
ESTP	ESFP	ENFP	ENTP
ESTJ	ESFJ	ENFJ	ENTJ

### ISTJ Snapshot

ISTJs are thorough, exacting, systematic, hardworking and careful with detail. They enjoy working within organizations to improve procedures and processes, remaining loyal through both good and bad times. Although the descriptors below generally describe ISTJs, some may not fit you exactly due to individual differences within each type.

<b>Dependable</b>	<b>Exacting</b>	<b>Factual</b>
<b>Logical</b>	<b>Organized</b>	<b>Practical</b>
<b>Realistic</b>	<b>Reliable</b>	<b>Reserved</b>
<b>Sensible</b>	<b>Steadfast</b>	<b>Thorough</b>

## ISTJ Overview

ISTJs are generally practical, responsible, stable and often quiet and serious. They focus their energy inward and reenergize through spending time on their own. ISTJs are typically very private and generally share their thoughts and acquired information with close friends. They can be sociable in situations where they are familiar with their 'role' but prefer private conversation to large group settings. They follow set rules and regulations and value tradition, community involvement, and hard work. An ISTJ will likely think things through before sharing their insights and as such, their ideas are usually well thought out. They want to be accurate and are often perfectionists. Their natural focus is on common sense and they see the practical and realistic side to any situation. They are also often financially responsible.

ISTJs generally observe their environment through their five senses, and all observations are detailed and specific. They usually look for realistic and practical facts, and data that can be effectively handled and systematically understood. They prefer order and the sequential processing of information. They tend to use categorized criteria to support their objective approach to gathering information. These categories are often used to further organize the information. An ISTJ usually stores specific details in their memory and are subsequently accurate and precise in their comments and actions. An ISTJ also naturally looks at the immediate situation but when required, does 'big picture' thinking by incorporating the facts.

The ISTJ is usually a hard worker and is orientated to completing all tasks on or before the deadline. They are motivated by tasks that they understand and resist jobs that do not make sense to them. They are generally very reliable and expect others to exemplify their own personal commitment to responsibility and competence. Since their focus is on work, personal needs are considered once all obligations have been met. In their interactions with people, the ISTJ may not consider emotions and is often more focused on the task. The ISTJ also prefers stability and does not like change. As such, an ISTJ tends to make modifications when current procedures no longer work or when evidence supports the possibility of improved results and greater efficiency.

## LEARNING

### The ISTJ student will often...

- Construct a plan to organize their learning
- Use a sequential process for compiling facts and practical information
- Create generalized themes from their gathered information
- Only use theory when it can be incorporated in a real and practical way
- Work best in a quiet environment
- Consistently work hard and persevere
- Need to focus on the main points instead of memorizing all data and information

## WRITING

An ISTJ often prefers to write on detailed and factual data through a step-by-step process. They have a good descriptive writing style due to their focus on details and their ability to recall specific information. In their writing, an ISTJ may need to be cautious that they do not become overwhelmed with the details and data.

### In the writing process, the ISTJ will often...

- Use an efficient and well organized writing process
- Reflect on past experiences and create a plan based on previously successful outlines
- Need to consider the impact their writing has on their audience
- Clarify the objective and obtain clear instructions and expectations
- Write a first draft and then revise writing to omit unnecessary details and include generalizations
- Incorporate headings, graphs, charts and tables in order to highlight key points

## PROCRASTINATION

An ISTJ's work ethic often leads them to thoroughly complete each assignment, paper and report. However, it can be difficult for a student to have enough time to complete each assigned task at their optimal level. An ISTJ may procrastinate or leave a project undone if they are not able to meet their own high standards or when they feel overwhelmed with the information and data they have compiled. To overcome this, an ISTJ should try stepping back and looking at the big picture.

### **WORK RELATED STRENGTHS**

- Precision and accuracy and desire to get the job done right the first time
- Follow established routines and policies
- Ability to focus and concentrate on one task at a time in great depth
- Ability to work alone
- Sharp organizational skills
- Thoroughness and close attention to the specifics: facts and details
- Belief in the value of a traditional structure and the ability to work within it
- Great maintainer of organizations
- Stable, dependable, and can be counted on to follow through.

### **WORK RELATED WEAKNESSES**

- May have trouble adapting to changing systems
- May need to see practical application to accept new ideas
- Tend not to like change; may be inflexible
- May not understand needs different from their own
- May underestimate themselves and their contribution to the organization.

## **CAREER SATISFACTION FOR ISTJ**

### **Doing work that**

- Is technical in nature and lets me depend on my ability to use and remember important facts and details.
- Involves a real product or service done in a thoughtful, logical, and efficient way, preferably using standard operating procedures.
- Lets me be independent, with plenty of time to work alone and use my excellent powers of concentration to complete projects and/or tasks.
- Is done in a stable and traditional environment, where I will not be required to take unnecessary risks or use untested or experimental approaches.
- Has results that are tangible and measurable, where precision and exacting standards are used and respected.
- Has explicit objectives and a clearly defined organizational structure.
- Gives me adequate time to prepare before presenting or turning in my work, preferably in a one on one or small group setting.
- Gives me increasing levels of responsibility, with a minimum of social politics, where I am evaluated on how well I have achieved the requirements of the job description and am appreciated for my contributions.
- Is done in an environment where my practical judgment and experience are valued and rewarded.
- Allows me to set and reach stated goals by providing me with the necessary resources.

## **CAREER EXPLORATION**

### **An ISTJ tends to find career satisfaction with careers that have the following characteristics:**

- Uses technical skills to work with facts and details
- Produces a real product or service
- Are governed by rules and regulations
- Provides an opportunity for long term security
- Offers a stable and traditional work environment
- Uses an organizational reporting structure
- Requires a minimal amount of risk taking and limited change
- Allows independent work to be completed in an adequate time frame
- Provides an opportunity for greater responsibility and compensation through promotion and performance evaluation

### **When exploring career options, an ISTJ will often...**

- Perform thorough research on currently available careers
- Logically and realistically assess each career option
- Need to intentionally consider options that would require change
- Need to include their personal values as part of the selection criteria
- Benefit from weighing out all their options to avoid making a hasty career decision

## **JOB SEARCH**

### **During their job search, an ISTJ will often...**

- Do thorough research on all prospective fields
- Accept the job search process and length
- Need to intentionally investigate jobs through avenues that they do not commonly use
- Network with a small number of individuals that they feel personally connected to
- Accurately prepares their job search documents
- Need to include their achievements in their applications
- Meet the job application deadline
- Need an extra reminder to follow up with an employer through a thank you note

### **During an interview, an ISTJ will often...**

- Use supporting evidence and examples to market their knowledge
- Appear uninterested in a position due to their quiet disposition
- Need to present their enthusiasm for the position

For more than 60 years, the MBTI tool has helped millions of people throughout the world gain a deeper understanding of themselves and how they interact with others, helping them improve how they communicate, work, and learn.

## **REFERENCES**

Tieger, P. D., & Barron, B. (2007). *Do What You Are "Discover the Perfect Career for You Through the Secrets of Personality Type"* (4th ed.). Park Avenue, New York: Hachete Book Group, USA.

*Students Employment & Career Centre*. (n.d.). Retrieved 12 1, 2012, from University of Saskatchewan: <http://www.usask.ca/secc/>

## POPULAR OCCUPATIONS FOR ISTJ'S

People with ISTJ preferences are often attracted to and may find satisfaction in careers and occupations in the following areas:

- Accountant
- Computer professional
- Dentist
- Law Enforcement
- Manager, Executive
- Manager , Small factory, business
- Purchasing Agent
- School Bus Driver
- School Principal
- Steel Worker

*(ALLEN L. HAMMER - INTRODUCTION TO TYPE AND CAREERS)*

- Aviation and Pilot
- Computer Science, Data Analysis, Mathematics
- Construction
- Dentistry
- Economics
- Educational Administration
- Engineering: Civil, Mechanical
- Engineering: Industrial Petroleum
- Finance and Banking
- Law Enforcement and other Protective Services
- Management :Office and Executive
- Management and Supervision
- Manufacturing and Production
- Military
- Nursing and Health Care Administration
- Purchasing
- Teaching
- Trades: Mechanics, Electronic

*(CHARLES R. MARTIN. PHD - LOOKING AT YOUR TYPE "YOUR CAREER")*

- Accountant
- Actuary
- Auditor
- Banking and finance
- Chemist
- Computer analyst
- Computer technician
- Dentist
- Efficiency Analyst
- Engineer
- Geologist
- Information Officer
- Insurance Under writer
- Meteorologist
- Purchasing agent
- Researcher
- Technical Writer

*(DONNA DUNNING - WHAT'S YOUR TYPE OF CAREER)*

- Accountant
- Administrator
- Agricultural scientist
- Airline Mechanic
- Architectural Drafter
- Archivist
- Association Manager and Advisor
- Auditor
- Bank Examiner
- Bill and Account Collector
- Biology Specimen
- Dialysis
- Chief Information Officer
- Computer programmer
- Construction Manager
- Coroner
- Cost Estimator
- Efficiency Analyst
- Court Clerk
- Credit, Budget Analyst
- Criminalist
- Data base Administrator
- Teacher(Math and Technical)
- Electrician
- Electronics Repairer
- Engineer
- Environmental Compliance
- Legal Secretary
- Estate Planner
- Immigration and Customs Inspector
- Farmer
- Flight Navigator
- General Surgeon
- Geologist
- Government Employee
- Hardware/Software Tester
- Health Care Administrator
- Exercise Physiologist
- Insurance Claim Administrator
- Investment Securities
- Judge
- Lab Technologist
- Veterinarian
- Mechanic
- Librarian
- Logistic and Supply Manager
- Meteorologist
- Military Officer
- Musical Instrumental
- Nursing Administrator
- Office Manager/Supervisor
- Optometrist
- Treasurer, Chief Financial Officer
- Pharmaceutical Sales
- Pharmacist
- Police Officer
- Public Health Officer
- Purchasing Agent
- Real Estate Agent
- Regulatory Compliance Officer
- Reliability Engineer
- School Principal
- Sports Merchandise Sales
- Statistician
- Stock Broker
- Tax Preparer and Examiner
- Word Processing Specialist
- Technical Writer
- Orthodontist

(PAUL D. TIEGER AND BARBARA BARRON - DO WHAT YOU ARE)

However, there are successful people of all types in all occupations. The key to getting where one wants to go involves firstly identifying what one really wants, something that comes from a more individual place than type. Individuals with ISTJ preferences then need to use knowledge of their type to gain insight into how they might approach the different activities in planning a career. In other words, ISTJs need to build on the strengths of their type and address potential obstacles that may come along with their style as they explore options, connect with others, make decisions, and manage their careers.

## LESS POPULAR CAREERS FOR ISTJ

Every type is in virtually every career, and clearly people are drawn to careers for many reasons other than their type. People with ESTJ preferences are, however, less often attracted to careers and occupations that require a great deal of human service work or that require emotional care of others, such as career in counseling, health care support, child care, social services, or the religious professions. In addition, they are found less often in work that requires ongoing attention to more theoretical, abstract, or symbolic material, such as career in the arts, journalism, or the social sciences, or teaching in these fields.