

The 5-Day Job Search by Annie Margarita Yang

Personal SWOT Analysis for Career Advancement

Strengths:

Recognize unique skills or talents you excel in, which distinguish you professionally.

Recall a significant work accomplishment that you're especially proud of.

Identify areas where you consistently deliver exceptional results.

Reflect on situations when your colleagues turn to you for guidance or help.

Weaknesses:

Highlight areas in your work that require improvement.

Reflect on aspects of your career trajectory that leave you dissatisfied.

Consider any feedback you received that led you to reassess certain work aspects, and detail how you responded.

Note down areas in your current role where you lack confidence.

Opportunities:

Monitor any trends in your industry that might unveil new career opportunities.

Consider upcoming projects or roles that resonate with your career goals.

Determine how you can use your strengths to capitalize on these opportunities.

Investigate any new skills or qualifications that could fuel your professional growth.

Threats:

Foresee potential challenges that could interfere with your career path.

Recognize recent shifts in your industry that could pose a threat.

Identify competition for your aspirational role and what distinguishes them.

Contemplate if your current role is vulnerable due to factors like technological progress or economic changes.