Working Styles Questionnaire*

INSTRUCTIONS
Please mark in rank order of your preference for each question, where “1” notes what matters most to me and “4” notes what matters least to you.

1. When performing a job, it is most important to me to
   a. _______ do it correctly, regardless of the time involved.
   b. _______ set deadlines and get it done.
   c. _______ work as a team, cooperatively with others.
   d. _______ demonstrate my talents and enthusiasm.

2. The most enjoyable part of working on a job is
   a. _______ the information you need to do it.
   b. _______ the results you achieve when it’s done.
   c. _______ the people you meet or work with.
   d. _______ seeing how the job contributes to progress.

3. When I have several ways to get a job done, I usually
   a. _______ review the pros and cons of each way and choose.
   b. _______ choose a way that I can begin to work immediately.
   c. _______ discuss ways with others and choose the one most favored.
   d. _______ review the ways and follow my “gut” sense about what will work the best.

4. In working on a long-term job, it is most important to me to
   a. _______ understand and complete each step before going to the next step.
   b. _______ seek a fast, efficient way to complete it.
   c. _______ work on it with others in a team.
   d. _______ keep the job stimulating and exciting.

5. I am willing to take a risky action if
   a. _______ there are facts to support my action.
   b. _______ it gets the job done.
   c. _______ it will not hurt others’ feelings.
   d. _______ it feels right for the situation.

Working Styles Score Sheet*

Transfer the answers from the Working Styles Questionnaire onto the scoring grid below by entering the number you chose for each letter. Next, total the columns and record the answers in the space provided.

1. A.______ B.______ C.______ D._______
2. A.______ B.______ C.______ D._______
3. A.______ B.______ C.______ D._______
4. A.______ B.______ C.______ D._______
5. A.______ B.______ C.______ D._______

TOTALS: A.______ B.______ C.______ D._______

Your **LOWEST** score is your preferred or dominant working style. In the case of a tied score, you should pick the working style you feel is most like you.

A= ANALYTICAL
B=DRIVER
C=AMIABLE
D=EXPRESSIVE

My preferred working style is __________________________.