
Handout D

Supplemental glossary of career-related terms

Ability - the power to do something, either intellectual or physical.

Apprentice - a person who learns to perform a certain job through the guidance and experience of a skilled worker.

Aptitude - person's natural ability or potential to learn in areas such as technology, music, athletics, art, communications, science, etc.; potential, or knack, for learning certain skills.

Entrepreneur - a person who organizes, manages, and assumes the risk of a business or other financial venture.

Global economy - the production, purchase, and sale of goods in a worldwide market.

Interests - the likes and dislikes of a person that affect the choices he/she makes.

Job - the tasks or duties a person performs at the workplace.

Leisure - time free from work or duties.

Life career development - self-development over the life span through the roles, settings, and events in a person's life.

Life career planning - the decision-making process by which you identify the alternatives open to you in occupational, educational, and leisure areas of your life.

Life skills - skills that enable a person to cope with the stresses and challenges of life; for example, communication skills, decision-making skills, resource and time-management skills, and planning skills.

Needs - things or events that you desire and which push you to reach for goals you want to achieve.

Occupation - a group of similar jobs found in various organizations.



Personality traits - the qualities and characteristics that shape a person's unique character and identity.

Profession - a career that requires specialized training and academic preparation.

Self-actualization - the need to achieve one's potential.

Self-concept - the way in which a person sees himself or herself; one's own evaluation of one's personal abilities and worth.

Skill - the ability to do something as a result of training, practice, or knowledge.

Temperament - a quality of personality that shows up in the way a person thinks, acts, or responds to people or situations.

Trade - an occupation that requires manual or mechanical skill; the buying and selling of goods and services between parties.

Transferable skills - skills that can be used in a variety of jobs or occupations.

Values - the ideas, relationships, and other matters that a person believes to be important.

Vocation - the work that someone does to earn a living.

Source: <http://www.sasked.gov.sk.ca/docs/midcareer/appenda.html>