

## Career Frame Blueprint

Attributes 10 thru 17

TRAIT STAR vs. DOPE	KEY POINTS
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10. CUSTOMER FOCUSED	<b>The DOPE</b> Thinks his main job is to accomplish goals determined solely by his title and job description. <b>The STAR</b> Knows that in addition to results, a satisfied customer is more powerful and more influential in getting to the next level.	Customers come in many forms. No matter the position you always have a customer. Your boss is your customer. Figure out what is important to them, set expectations, anticipate needs and deliver on what is promised.
11. ACT "AS IF"	The DOPE Struggles to find out how to do his job effectively in new and ambiguous situations.  The STAR Grasps what someone successful in this role would do and acts as she would, adding in a little bit of her own uniqueness.	Study the best at what you do. Conduct a self inventory. Mirror & match successful people, adapt.
12. DECISION MAKING	The DOPE Waffles among many good options and gets overwhelmed when making decisions. The STAR Weighs all the options, makes a decision, and adapts when necessary, also recognizing when it is appropriate to put off making a decision.	Seek simplicity. Prioritize what is important. Learn when to make a decision (thinking gray). Break decisions into pieces.
13. CREATIVITY	The DOPE Sticks to common, tested methods to accomplish goals. The STAR Risks sounding stupid and challenges norms to uncover new and better business practices.	Seek experiences. Test yourself. Calculate risks & benefits, challenge the status quo and established processes.
14. RESOURCEFULNESS	The DOPE Wants the satisfaction of knowing he did it all himself, sacrificing and working long hours to get there.  The STAR Sees the value in getting help from others and leverages resources to create efficiency and make work simpler.	Look for efficiencies and simplicity. Utilize your resources. Make your actions purpose-driven.
15. SALES SKILLS	The DOPE Isn't willing to sell others on the value he has. He assumes that the answer would be no, and doesn't ask. He focuses on what he wants, instead of the other person's interests.  The STAR Masters the ability to sell the value she brings to others. She asks the question and comes up with alternatives if the answer she receives is not the one she wants.	Everyone is in sales. Sell others on yourself first (be an advocate for yourself). Be clear about what you want, explain their WIIFM.
16. TAKING ACTION	The DOPE Lets opportunity pass him by because of fear and the comfort of sticking with the status quo.  The STAR Steps out of her comfort zone and takes intelligent action in the midst of change and uncertainty, constantly challenging her limits.	Use inertia for the positive, not negative. Get out of your comfort zone, you will learn to handle more. This will lead you to gain more experience.
17. MULTI-TASKING	The DOPE Allows his mind to be in multiple places at once, always getting distracted from the task at hand. The STAR Focuses on one thing a time but does many things at once.	Focus on things one at a time. Create systems, use lists of many tasks to create variety. Manage time effectively, create master lists, prioritize.