Personal Qualities & Characteristics Checklist

Able to work alone
Active
Adaptable
Adaptive
Adept
Adventurous
Aggressive
Ambitious
Analytical
Articulate
Assertive
Broad-minded
Cautious
Cheerful
Committed
Competent
Congenial
Conscientious
Cooperative

Courageous
Creative
Curious
Decisive
Dedicated
Dependable
Determined
Diligent
Diplomatic
Disciplined

Discreet
Effective
Energetic
Enterprising
Entertaining
Enthusiastic

Exceptional
Experienced
Introverted
Fair
Familiar
Firm
Forceful
Frank
Friendly

Generous
Genuine
Helpful
Honest
Idealistic
Imaginative
Impulsive
Industrious
Independent
Innovative
Insightful
Instrumental
Intellectual

Judicious
Keen
Kind
Leadership ability
Logical
Loyal
Mature
Methodical
Nonconforming
Objective
Observant
Open-minded
Orderly

Outgoing
Patient
Persistent
Personable
Persuasive
Pleasant
Poised
Positive
Practical
Precise
Productive
Rational
Receptive
Reliable

Reserved
Resilient
Resourceful
Responsible
Self-confident
Self-controlled
Self-motivated
Self-reliant
Sensitive
Sharp
Sincere
Sociable
Strong

Successful
Sympathetic
Tactful
Talkative
Tenacious
Thrifty
Tolerant
Understanding
Well-organized