

# Strive to Thrive

## Career Tips For Ted Rogers School Students

These reports leverage the expertise of BCH staff to share best practices for students & alumni.

### The Importance of Knowing your Strengths

If you know what your strengths are, you can leverage them. Understanding your strengths will make it easier for you to learn how to work with others, especially in situations where you find yourself working with peers who think about things differently!<sup>1</sup> This report highlights free online assessments you can take to start the process of getting to know yourself!

#### Why You Should Know Your Strengths?

- **It Increases Your Confidence**
  - Gaining self-awareness and learning how your strengths offer value to employers, will improve your confidence, especially during the interview.
  - Understanding your strengths can help you gain insights on what makes you special and how your personality can positively impact a team.
- **It Boost Your Productivity**
  - When you recognize your strengths, you can better leverage them, and so can your team.
  - Aligning your strengths with specific job requirements of a role is the name of the game. You are far more likely to succeed and as your productivity increases, you will be motivated to do more.

#### How to Identify Your Strengths?

##### Three By Three Assessments

- Asking a close friend, colleague or your immediate Supervisor, to honestly list your top three strengths can go a long way. You can hear from those who know you and have your best interest at heart.

##### Wingfinder by Red Bull<sup>2</sup>

- [Wingfinder](#) is a free self-assessment online tool that takes approximately 35 minutes to complete. It contains about 280 questions, and instantly returns to you a 19-page feedback report, upon completion.

##### HIGH5 Test

- [HIGH5](#) is a free strengths assessment that has assisted more than 3,000,000 people in learning which areas they are particularly excellent at.

# How to Leverage Your Strengths?

---

## Utilizing Available Resources

Find ways to strengthen your skills by seizing training and mentoring opportunities. The Business Career Hub at TRSM offer resources for students to further enhance their strengths including:

- Attending [Bootcamps](#)
- Scheduling [1:1 coaching session](#) with a career consultant
- Getting paired with [a student mentor](#)

## Teamwork

Find the position in the team where you can best use your strengths. The right team position can help you better utilize your strengths and skills. This will help the team accomplish their tasks better and faster.

Awareness of your strengths also allows you to know who you are best suited to work with. The right team members and team positioning can help you better achieve personal and team success. This could not only apply to the workplace but also to school work as well.

## Work

Redesigning your work according to your strengths can effectively improve your productivity. Try to redesign your work to build on what you are good at. You could start doing this in the way you work, the composition of the team and the way you spend your time.<sup>3</sup>

## Interview

Two of the most common questions in the interview are “**Tell me about yourself?**” and “**Discuss your strengths and weaknesses**”. Demonstrating your strengths during the interview process can help you launch your dream career.

When answering, mention what your top strengths are, provide examples on how you have used them in the past, and describe the results you have gotten. Be specific with your answers, use numbers to describe it.<sup>4</sup>

Use **STAR Method** in the interview to better demonstrate your strengths. It is important that your action needs to demonstrate your strengths to employers. It would be best if you could connect with your resume.



### Did You Know

You can receive more tips from the [Tell Me About Yourself](#) report and the [Behavioural Interviews In-depth](#) report on [Hub Insights](#).

## What is the STAR Method? <sup>5</sup>

**Situation:** Set the scene and give the necessary details of your example.

**Task:** Describe what your responsibility was in that situation.

**Action:** Explain exactly what steps you took to address it.

**Result:** Share what outcomes your actions achieved.

## Example of Using the STAR Method <sup>6</sup>

### "Ability to multitask in a constantly changing environment."

For each strength, think of a success story to illustrate the impact you have when you use those skills. When answering "**What are your strengths?**" question, it is best that you include proof using the STAR method.

Here is an example to describe multitask skills in a constantly changing environment as an admin assistant.

- S**ituation “ Over a six-month period, I assisted ABC company in two major reorganization projects. First, the company went through a merger. Second, we moved our headquarters across town. ”
- T**ask “ My role during the merger was to reorganize the filing system. The new filing system had to be in place before we moved. My responsibilities included packing up the office and coordinating with the movers. While spearheading the move to the new headquarters, I also had to keep everything within budget. ”
- A**ction “ I had to learn the new process quickly and work under tight deadlines. To do so, I dedicated time after hours to learn the new system. I watched online tutorials and read the manuals front to back. I paid close attention to details. For the move, I chose a moving company that had helped other companies in our building move. The company had also worked with me in my previous role and offered a discount. ”
- R**esult “ The time I dedicated to learning the new filing process paid off in the end. It took me half the time expected to put the new system in place, which allowed me to focus on moving the office. I became an expert in the new filing system, and I was chosen by my supervisor to teach the co-workers the new filling process. My choice of moving company also made the transition to the new office went smoothly. ”

## Learn More for Free



### [Leadership Development](#)<sup>7</sup>

Visit the site to explore events, workshops, and resources to help you discover your strengths and develop self-awareness.



### [CliftonStrengths Assessment](#)<sup>8</sup>

Take the CliftonStrengths Assessment to get your personalized CliftonStrengths results for free!



## Visit the Business Career Hub

### Employer Events

Interested in expanding your network and meeting industry professionals? BCH organizes and hosts many industry events - refer to your 'Careers Newsletter' for a list of upcoming events.

### Bootcamps/Prep Programs

Digital Communication - LinkedIn  
- Elevator Pitch - Personal Branding - Emotional Intelligence - Having Courageous Conversations  
- Microsoft Excel - Tableau - PowerBI - Ace This Case  
[Click here to register for current bootcamps.](#)

### Coaching & Mock Interview

For career coaching, interview prep and more, [schedule a 1:1 appointment](#) with a Career Consultant or a Co-op Coordinator.



### Career Consultant Contributor Sarah Anderson

Sarah is a Career Consultant with 5+ years of experience in the human resource, recruitment, and career services industry. She is passionate about helping clients communicate their value using a strengths-based approach to land meaningful work.



### Student Contributor Yike Cheng

Yike is a fourth-year Hospitality and Tourism Management Co-op student and currently working as a Project Coordinator for the Business Career Hub. She is passionate about sharing her experiences and developing a career in project management.

## Sources

1. Forbes (2018): [Importance of Strengths](#)
2. Positive Psychology (2019): [Strength Finding Tests](#)
3. HBR (2005): [How to Play to Your Strengths](#)
4. Novoresume (n.d.): [How to Answer What is Your Greatest Strengths](#)
5. CliftonStrengths (2015): [CliftonStrengths](#)
6. Themuse (2022): [STAR Method](#)
7. Zety (2022): [What Are Your Greatest Strengths](#)
8. TMU (2022): [Leadership Development](#)
9. TMU Leadership (2022): [Discover Your Strengths](#)