

SWOT

Another possible way to analyse your capabilities, is by performing a SWOT-analysis. SWOT is short for Strengths, Weaknesses, Opportunities and Threats. Strengths and weaknesses are usually things internal to you (skills, personality, character etc.), whereas opportunities and threats are rather external (people you know, job openings that might occur...).

The idea of such an analysis is to list your selling points and your weak spots, related to a given job. Note that this kind of SWOT analysis only judges one's abilities to perform a specific job.

