



## Rx CD LIST

**Accountability for Others:** A willingness to take responsibility for the actions of other people.

**Attention to Detail:** The ability to pay attention to the specific elements, facets or parts of a situation or work assignment.

**Attitude Toward Others:** The general capacity one has for relating with other people.

**Balanced Decision Making:** The ability to make consistently sound and timely decisions in one's personal and professional life.

**Conceptual Thinking:** The ability to mentally envision comprehensive, long-range plans or goals and to identify, evaluate and allocate necessary resources.

**Concrete Organization:** The capacity to understand essential factors of a situation and bring together all necessary resources.

**Conflict Management:** The ability to resolve different points of view constructively.

- Correcting Others
- Problem Solving
- Sensitivity to Others

**Consistency and Reliability:** The capacity to regularly and dependably engage in and complete tasks or processes.

**Continuous Learning:** The ability to take personal responsibility and action toward learning and implementing new ideas, methods and technologies.

- Self Improvement
- Personal Drive

**Conveying Role Value:** The capacity to communicate and promote the value and importance of one's role.

**Correcting Others:** The ability to objectively address the errors, omissions and/or poor results of other people.

**Customer Focus:** A commitment to customer satisfaction.

- Evaluating What is Said
- Empathetic Outlook
- Freedom from Prejudices

**Decision Making:** The ability to analyze all aspects of a situation to gain thorough insight to make decisions.

- Conceptual Thinking
- Theoretical Problem Solving
- Role Confidence
- Balanced Decision Making



## Rx CD LIST

**Developing Others:** The desire to help others expand their talents and potential.

**Diplomacy and Tact:** The ability to treat others fairly, regardless of personal biases or beliefs.

- Empathetic Outlook
- Balanced Decision Making
- Freedom from Prejudices

**Emotional Control:** The ability to appear to be rational and in-control when facing problems or crises.

**Empathetic Outlook:** The capacity to perceive and understand the individuality in others.

**Enjoyment of the Job:** A measure of a person's attitude toward their current job or career.

**Evaluating Others:** The capacity to objectively assess or measure the abilities and performance of other people.

**Evaluating What is Said:** The capacity to objectively listen, understand and accurately interpret what someone else is saying.

**Flexibility:** The ability to readily modify, respond to and integrate change with minimal personal resistance.

- Surrendering Control
- Integrative Ability
- Understanding Motivational Needs

**Following Directions:** The capacity to hear, understand and follow instructions.

**Freedom from Prejudices:** The ability to maintain objectivity when relating to other people.

**Gaining Commitment:** The ability to get support and "buy-in" from others for a specific goal or set of goals.

**Goal Achievement:** The ability to identify and prioritize activities that lead to a goal.

- Results Orientation
- Realistic Personal Goal Setting
- Project and Goal Focus
- Persistence

**Handling Rejection:** The capacity to exhibit persistence and strong will in the face of objections.

**Handling Stress:** The ability to maintain composure and internal strength when coping with external and internal pressures.

**Influencing Others:** The ability to personally affect others' actions, decisions, opinions or thinking.

- Conveying Role Value
- Gaining Commitment
- Understanding Motivational Needs



## Rx CD LIST

**Initiative:** The compelling desire to get into the flow of work in order to accomplish the vision and complete the goal.

**Integrative Ability:** The capacity to see different components of a situation and tie them together to see the situation as a whole.

**Internal Self Control:** The ability to remain in conscious command of one's internal emotions when confronted with difficult circumstances and to respond rationally.

**Interpersonal Skills:** The ability to interact with others in a positive manner.

- Evaluating Others
- Personal Relationships
- Persuading Others

**Intuitive Decision Making:** The capacity to make decisions by looking at the most essential elements and without all the facts or data.

**Job Ethic:** The capacity to fulfill the professional responsibilities with a strong sense of moral duty and obligation they have been given.

**Leading Others:** The capacity to organize others in such a way that inspires trust and motivates people toward a common goal.

**Long Range Planning:** The capacity to see the big picture and long-term goals and to forge clear, realistic plans to accomplish the desired results.

**Material Possessions:** An indicator of the desire to possess objects of high monetary value or importance.

**Meeting Standards:** The ability to perform work according to precise specifications.

**Monitoring Others:** The capacity to effectively oversee work done and decisions made by an individual or a team.

**Persistence:** The capacity to steadily pursue any project or goal that a person is committed to in spite of difficulty, opposition or discouragement.

**Personal Accountability:** The capacity to take responsibility for one's own actions, conduct, obligations and decisions without excuses.

**Personal Drive:** A gauge of personal motivation to achieve, accomplish or complete tasks, goals or missions.

**Personal Relationships:** The importance of having and maintaining personal relationships and not just being seen as part of the team.

**Persuading Others:** The capacity to influentially present one's positions, opinions, feelings or views to others in such a way that they will listen and adopt the same view.



## Rx CD LIST

**Planning and Organization:** The ability to establish a process for activities that lead to the implementation of systems, procedures or outcomes.

- Long-range Planning
- Concrete Organization
- Proactive Thinking

**Practical Thinking:** The capacity to understand situations in a realistic, efficient manner and to achieve the desired results.

**Proactive Thinking:** The capacity to think ahead in order to realistically evaluate the consequences of current actions, processes and decisions.

**Problem Solving:** The ability to identify key components of the problem, possible solutions and the action plan to obtain the desired result.

**Project and Goal Focus:** The capacity to concentrate one's full attention on the project or goal at hand, regardless of distractions or difficulties.

**Project Scheduling:** The capacity to determine how long it will take to complete a project and to then efficiently break it down further into specific work time frames.

**Quality Orientation:** The capacity to maintain a focus on well-defined standards of excellence with regard to all aspects of responsibilities and tasks.

**Realistic Expectations:** The ability to set realistic time frames and well-defined standards of quality performance and production for others to follow.

**Realistic Goal Setting for Others:** The ability to define realistic and manageable goals for others using specific time frames and the resources at hand.

**Realistic Personal Goal Setting:** The ability to define realistic and attainable goals for one's self using specific time frames and the resources at hand.

**Relating to Others:** The capacity to understand and relate to others when communicating with them.

**Resiliency:** The ability to quickly recover from adversity.

- Persistence
- Handling Rejection
- Initiative

**Respect for Policies:** The ability to understand, appreciate and have high regard for the rules, policies and procedures of the company.

**Respect for Property:** A measure of the level of respect and appreciation for the property that belongs to others or the company.



## Rx CD LIST

**Results Orientation:** The capacity to clearly and objectively understand and implement all variables necessary to obtain defined or desired results.

**Role Awareness:** The degree of a person's identity and awareness regarding his or her professional, social and personal roles.

**Role Confidence:** The capacity of maintaining confidence and self-reliance for fulfilling various professional and personal roles.

**Self-Assessment:** The capacity to objectively understand and evaluate one's self.

**Self-Confidence:** A measure of a person's assured self-reliance in his or her abilities.

**Self-Direction:** Having a clear vision of one's future objectives and the self discipline and organization necessary to achieve them.

**Self-Improvement:** The measure of the quality of one's own internal motivation to improve.

**Self-Management:** The ability to prioritize and complete tasks in order to deliver desired outcomes within allotted time frames.

**Self-Starting Ability:** A measure of a person's ability to initiate tasks in order to fulfill responsibilities and commitments.

- Initiative

**Sense of Belonging:** A measure of how a person feels he or she fits into the surrounding world.

**Sense of Mission:** A measure of a person's sense of purpose in his or her life.

**Sense of Self:** A measure of a person's awareness of "who" they are—the ability to discern one's own self-worth.

**Sense of Timing:** The ability to do the correct thing at the correct time.

**Sensitivity to Others:** The capacity to understand and appreciate the value of other people with genuine concern for their needs, desires and feelings.

**Status and Recognition:** A measure of the importance of social status or prestige to a person's current role.

**Surrendering Control:** The capacity of a person to voluntarily surrender control and accept the authority of another person or group.

**Systems Judgment:** The capacity to understand and use systems such as knowledge, language, authority structures and logic, including one's ability to understand and work well within the context of established norms, rules, policies and procedures.



## Rx CD LIST

**Taking Responsibility:** A measure of the capacity to be answerable for personal actions.

**Teamwork:** The ability to cooperate with others to meet objectives.

- Surrendering Control
- Relating to Others
- Sense of Belonging
- Sensitivity to Others

**Theoretical Problem Solving:** The ability to solve problems in a “virtual” or hypothetical sense, abstracted from real content.

**Understanding Motivational Needs:** The ability to understand and inspire others in such a way that gets them to act.

**Using Common Sense:** The capacity to be resourceful and apply good, practical, ordinary sense in whatever situations arise.