

“A persons actions will tell you everything
you need to know.”

DISC Job Description: Paralegal

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DISC Job Description: Paralegal

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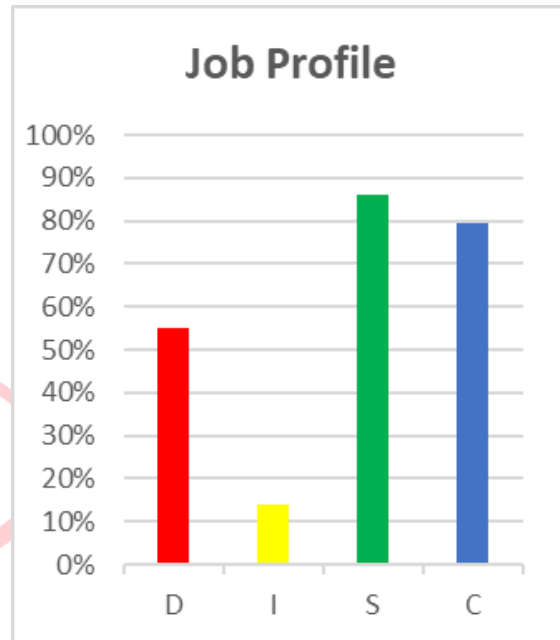
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DISC Job Profile

Section 01

Based on your answers, this is the ideal DISC profile for the Paralegal position:



INVESTIGATOR Pattern

Objective and analytical, Investigators are dispassionate "anchors of reality." Generally undemonstrative, they calmly and steadily pursue an independent path toward a fixed goal. Investigators are successful at many things, not because of versatility but due to their dogged determination to follow through. They seek a clear purpose or goal from which they can develop an orderly plan and organize their actions. Once a project has begun, Investigators fight tenaciously to achieve their objectives. Intervention is sometimes necessary to change their direction. As a result, they can be perceived as stubborn and opinionated.

Investigators do well with challenging technical assignments in which they can use actual data to interpret the information and draw conclusions. They respond to logic rather than emotion. When selling or marketing an idea, they are most successful with a concrete product.

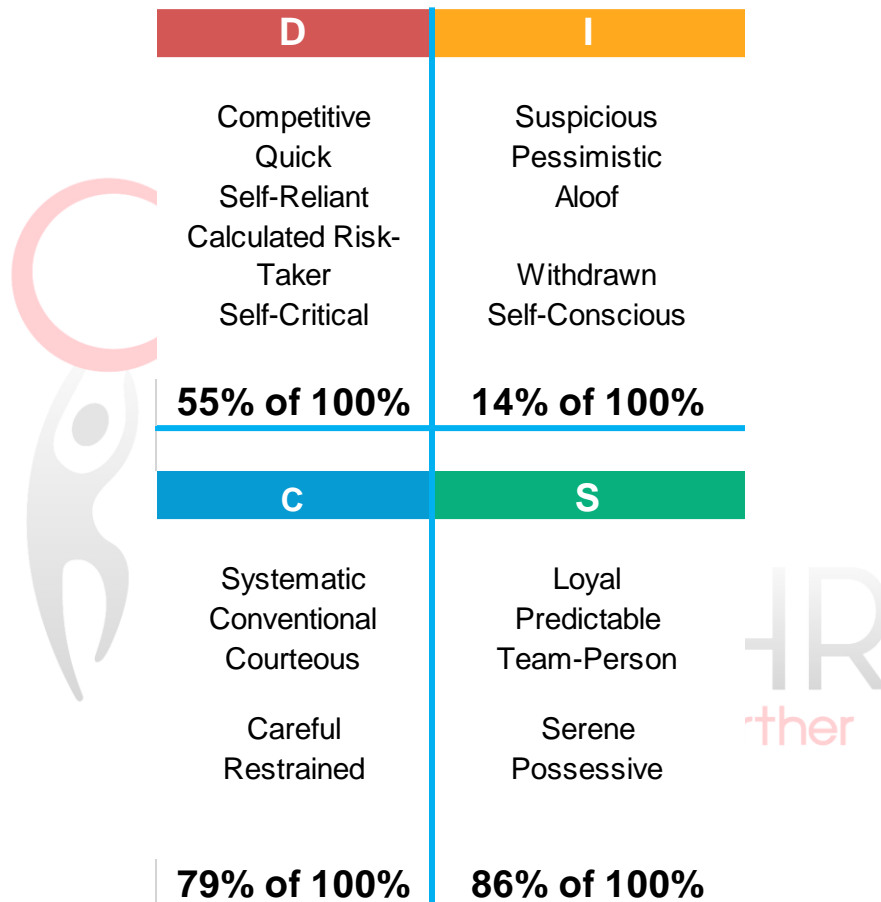
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DISC Desired Pattern Style

Section 02

Based on your answers, here is a set of strengths that are considered valuable and effective for the position

These are the adjectives that describe High, Medium, and Low behavior for each dimension. Then turn the page to learn more about these characteristics and how you can become more aware of the candidate potential strengths and weaknesses.



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Dimension Descriptions

Section 03

People with 55% score on the D Dimension may be generally described by the following adjectives. Circle those that you see as strengths and highlight potential areas of challenge.

COMPETITIVE:

Striving to be the best can lead to superior accomplishments and major successes. Your drive to be the victor may help you achieve much along the way, even if you fall short of your ultimate goal. This desire can become obsessive, though, if you only think about winning and pay no attention to the cost.

QUICK:

Your agility in grasping complexities and forming opinions rapidly is an enviable talent that can help speed up an organization's progress. The key is to temper your tendency to make fast decisions or you will be seen as reckless or oblivious to dangers.

SELF-RELIANT:

Embracing this trait requires an affinity for independent thinking and a fondness for going it alone when necessary. These habits can produce effective solutions and hone leadership skills. On the other hand, excessive self-reliance can undo a team's bonds and wreck camaraderie.

CALCULATED RISK-TAKER:

Wild speculation is usually not for you. In taking calculated risks, you can help prevent disasters and minimize losses; however, the downside is that this tendency can stifle creativity and limit growth.

SELF-CRITICAL:

This means that introspection often comes easily for you, and you're not afraid to examine your flaws and shortcomings. Such analysis can yield helpful insights that benefit you and your organization. Take care, however, that you do not become overly critical of yourself and cease to participate, or worse yet, project your condemnation onto others.

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Dimension Descriptions

Section 03

People with 14% score on the I Dimension may be generally described by the following adjectives. Circle those that you see as strengths and highlight potential areas of challenge.

SUSPICIOUS:

You may often be skeptical of quick fixes or hype, and you may also check things out before taking action or making major decisions. Such thoroughness makes you valuable to any quality-centered organization. But taken to an extreme, this trait can cause you to become distrustful of others' motives, thereby thwarting the progress of the group.

PESSIMISTIC:

You're commonly referred to as a realist, which in today's world doesn't necessarily equate with being positive. You tend to act from past experience in pragmatic and sensible ways. This can be helpful when working with unrealistic individuals. Just be careful not to come on too strong when offering advice to others because you could be perceived as relentlessly negative.

ALOOF:

You're likely an individualist at heart and prefer to do things your way without interference from others. Your ability to work independently is an asset in today's flatter organizations, but it's still necessary to work with others toward common goals. If you are too independent, you run the risk of being perceived as unfriendly and uncooperative by those trying to work with you.

WITHDRAWN:

It's likely that there are benefits to keeping to yourself and getting your work done on time. This quality is undoubtedly appreciated by a number of individuals working with you, because you're not one to thrive on gossip and small talk. However, excessively keeping to yourself can hamper the relationships that are often necessary for quality team output.

SELF-CONSCIOUS:

You're probably very aware of where your strengths lie and realistic about your limitations. Self-knowledge is good to a point. However, when you're too aware of yourself and afraid to make a mistake, you may miss out on participating in new activities and exploring new talents within yourself.

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Dimension Descriptions

Section 03

People with 86% score on the S Dimension may be generally described by the following adjectives. Circle those that you see as strengths and highlight potential areas of challenge.

LOYAL:

The courage to stand behind a team or concept is invaluable. Being devoted to a cause or organization means that you may weather turbulent events that would panic others. Unflinching loyalty can backfire, however, if it blinds you to unpleasant truths that need to be acknowledged.

PREDICTABLE:

This trait is a strength when you use it to establish an efficient system or routine in your job. Others often appreciate consistency in their co-workers. This becomes a weakness if you adhere to the status quo so strictly that you banish any creativity or fresh thought.

TEAM-PERSON:

You may often perform your best work or develop your greatest ideas while collaborating with others. On the other hand, relying too heavily on the team can weigh you down when independent initiative is required.

SERENE:

Embracing a tranquil mood when problems arise can keep projects on track and conflicts in check. Still, an overly laidback approach can create lax leadership or poor follow-through.

POSSESSIVE:

Taking command of key projects may come naturally for you, and this sense of ownership and accountability can be a valuable asset in a team setting. But if taken too far, your desire to keep pet projects for yourself can alienate others.

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Dimension Descriptions

Section 03

People with 79% score on the C Dimension may be generally described by the following adjectives. Circle those that you see as strengths and highlight potential areas of challenge.

SYSTEMATIC:

Making sure that everything gets done correctly and on time is often imperative for you. This flair for organization benefits you and your colleagues. The downside is that you may allow little time for spontaneity or innovative ideas.

CONVENTIONAL:

By producing stable and predictable results, you may keep projects focused. Employing this quality to excess, however, may lead to uninspired or bland work.

COURTEOUS:

The words “please” and “thank you” may be instinctive to you. Because basic decency and respect go a long way, such an approach is bound to help form a satisfying environment. But be aware that too much formality may strike others as pandering or insincere flattery.

CAREFUL:

A reputation for cautious action and deep deliberation may often precede you. This skill helps prevent inaccuracies and slip-ups when quality is critical. However, keep in mind that too much wariness can produce inertia that will keep important projects from being completed.

RESTRAINED:

Holding your tongue and refraining from criticism may be your default behavior. By avoiding condemnation, you may encourage openness and innovation. Still, showing too much restraint allows tension to go unresolved between you and your colleagues.

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Dimension Descriptions

Section 03

Intensity Index – Table of Descriptors for Each of the 4 Dimensions D, I, S and C

D	I	S	C
Egocentric	Enthusiastic	Passive	Perfectionist
Direct	Gregarious	Patient	Accurate
Daring	Persuasive	Loyal	Fact-Finder
Domineering	Impulsive	Predictable	Diplomatic
Demanding	Emotional	Team-Person	Systematic
Forceful	Self-Promoting	Serene	Conventional
Risk-Taker	Trusting	Possessive	Courteous
Adventuresome	Influential	Complacent	Careful
Decisive	Pleasant	Inactive	Restrained
Inquisitive	Sociable	Relaxed	High Standards
Self-Assured	Generous	Nondemonstrative	Analytical
Competitive	Poised	Deliberate	Sensitive
Quick	Charming	Amiable	Mature
Self-Reliant	Confident	Stable	Evasive
Calculated Risk-Taker	Convincing	Mobile	“Own Person”
Self-Critical	Observing	Outgoing	Self-Righteous
Unassuming	Discriminating	Alert	Opinionated
Self-Effacing	Reflective	Eager	Persistent
Realistic	Factual	Critical	Independent
Weights Pros And Cons	Logical	Discontented	Rigid
Meek	Controlled	Fidgety	Firm
Conservative	Retiring	Impetuous	Stubborn
Peaceful	Suspicious	Restless	Arbitrary
Mild	Pessimistic	Change-Oriented	Rebellious
Quiet	Aloof	Fault-Finding	Defiant
Unsure	Withdrawn	Spontaneous	Obstinate
Dependent	Self-Conscious	Frustrated By Status	Tactless
Modest	Reticent	Quo	Sarcastic
		Active	