

## Personality Types

There are many different personality types in addition to many different ways to classify types. You can either look at personality types extensively through Myers-Briggs classification, which has sixteen, various personality types. However, for our purposes, we will broadly generalize personality types into four categories – assertive, amiable, expressive, and analytical.

### *Assertive*

Assertive personalities can also be looked at as competitive. Competitive individuals can also be known as “Type A” personalities, which you’ve probably learned in psychology classes. These individuals want to do the best that they can do at any task that is thrown their way. They’re the “go-getters.” It would be expected that assertive personality types are strong-willed and decisive. Now how do I appropriately interact with assertive personalities? These individuals like to me in leadership positions, so let them take charge. Also, maybe challenge them in a friendly competition.

### *Amiable*

Amiable personalities can also be looked at as spontaneous. Spontaneous individuals thrive off life and adventure. These are the people that are the life of the party! Outgoing personality types are commonly in career paths including politics, the entertainment business, or party planners. When interacting with these types of individuals, you will need to bring some excitement, maybe not to their level, but try! Amiable personalities grasp the big-picture and live off anticipation of what will happen next.

### *Expressive*

Expressive personalities can also be looked at as humanistic. These individuals work to please others and live off three concepts – happiness, friendship, and respect. You will see people with humanistic personality types working as teachers, caregivers, or counselors, where they try to help people in their careers. How do you interact with these types of individuals? Easy. Try not to create confrontation or argument. The key to cooperating with expressive individuals is to socialize and empathize. Everyone needs a little love here and there!

### *Analytical*

Analytical personalities can also be looked at as methodical. These individuals are the ones who are always on time, appropriately dressed and matching, and know exactly where to go. Without methodical people, the world would be a disaster! Analytical individuals thrive off organization and deadlines; without fail, there are persistent, serious, and orderly. What careers do we normally see methodical personalities? Most

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go on to become doctors, professors, or engineers. Intimidated by these people's promptness and order? Don't worry, now you know how they work! Come prepared when starting a conversation with analyticals. Bring data, facts, numbers, spreadsheets, anything!

When you work in an office environment, it is not surprising that you will encounter every personality type, maybe even multiple times. It is good to evaluate on yourself and determine what personality type you are. Once knowing your own personality type, you can consciously make an effort to not offend other personality types.

Here are some general rules of thumb to follow when interacting with co-workers or customers in the work setting. Some of these may also be applied when out of the office!

- Learn about your co-workers and learn how they like to work/what environment they like to work in. Adapt accordingly! For example, you need music in order to be productive; however, your co-worker in the cubicle next to you needs absolute silence. How do you adapt? Try using headphones so you can still listen to your music and your co-worker can have silence!
- Pick and choose your battles. Maybe there's a little quarrel in the office between some people, do you get involved? If you're not directly responsible or it doesn't affect your work, try and stay out of the conflict. Set your priorities straight. This sometimes means letting things go when they aren't so important.
- Everyone is in this together and everyone wants to work cooperatively, no matter how many different personality types there are interacting! Everyone is working toward the same goal – company success.
- Above all, make sure you're respecting your co-workers and customers. Everyone has a different way of looking at a situation or a different experience, respect their values and ideas and work cooperatively!

Resources:

<http://workawesome.com/communication/4-personality-types/>

<http://www.today-magazine.com/lifestyles/dealing-different-personality-types-workplace/>

