

Work Flexibility Quiz

Can my job be done part time?

Below is a list of questions to start you thinking about flexible work practices and how they might fit into your life.

The higher the score the more suitable you are for the relevant flexible work option.

- Always = 3 points
- Sometimes = 2 points
- Never = 1 point

Criteria for Flexible/Part Time hours in the office	Self Assessment
Do you understand what needs to be delivered and are you focused on the output of the role?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Are you capable of achieving the required output in less than 50 hours per week?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Are you independent and resourceful and can you achieve what the role demands with minimal input from others?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Do you have good written and oral communication skills and are you able to keep management and colleagues regularly informed?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Do you have a high work ethic which ensures that deliverables are achieved as required?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Have you demonstrated the ability to deliver job outcomes in a consistent fashion?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Self Assessment for flexible/part time hours:	<input style="width: 40px; height: 20px;" type="text"/> out of 18 possible points

Criteria for working from home	Self Assessment
Can you manage your own workflow and output?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Are you independent and resourceful and can you make good business and personal decisions?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Are you socially self sufficient and not reliant on group interaction and team work?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Do you have excellent written and oral communication skills and regularly communicate with management and customers?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Do you have the knowledge and training to perform the job independently?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Do you have the flexibility and desire to work independently and with minimal social contact?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Do you have the technology necessary at home to enable you to perform the role successfully?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Do you have the ability to make decisions that may affect the outcome of the business?	<input type="radio"/> always <input type="radio"/> sometimes <input type="radio"/> never
Self Assessment for working from home:	<input style="width: 40px; height: 20px;" type="text"/> out of 24 possible points
Overall Self Assessment:	<input style="width: 40px; height: 20px;" type="text"/> out of 42 possible points

Article supplied by Liana Gorman, working mother and Director of flexible employment job site www.parttimeonline.com.au .

