

Below are the 13 dimensions the U.S. State Department uses to hire Foreign Service Officers. Read the dimension on the left and list a couple different personal experiences you have that show your proficiency in each area. It is best not to repeat your experiences, but if you must; try to differentiate how the same experience helped you develop each skill set.

U.S. State Department Dimension	Personal Experience
<p><u>Composure.</u> To stay calm, poised, and effective in stressful or difficult situations; to think on one's feet, adjusting quickly to changing situations; to maintain self-control.</p>	
<p><u>Cultural Adaptability.</u> To work and communicate effectively and harmoniously with persons of other cultures, value systems, political beliefs, and economic circumstances; to recognize and respect differences in new and different cultural environments.</p>	
<p><u>Experience and Motivation.</u> To demonstrate knowledge, skills or other attributes gained from previous experience of relevance to the Foreign Service; to articulate appropriate motivation for joining the Foreign Service.</p>	
<p><u>Information Integration and Analysis.</u> To absorb and retain complex information drawn from a variety of sources; to draw reasoned conclusions from analysis and synthesis of available information; to evaluate the importance, reliability, and usefulness of information; to remember details of a meeting or event without the benefit of notes.</p>	
<p><u>Initiative and Leadership.</u> To recognize and assume responsibility for work that needs to be done; to persist in the completion of a task; to influence significantly a group's activity, direction, or opinion; to motivate others to participate in the activity one is leading.</p>	
<p><u>Judgment.</u> To discern what is appropriate, practical, and realistic in a given situation; to weigh relative merits of competing demands.</p>	

<p><u>Objectivity and Integrity.</u> To be fair and honest; to avoid deceit, favoritism, and discrimination; to present issues frankly and fully, without injecting subjective bias; to work without letting personal bias prejudice actions.</p>	
<p><u>Oral Communication.</u> To speak fluently in a concise, grammatically correct, organized, precise, and persuasive manner; to convey nuances of meaning accurately; to use appropriate styles of communication to fit the audience and purpose.</p>	
<p><u>Planning and Organizing.</u> To prioritize and order tasks effectively, to employ a systematic approach to achieving objectives, to make appropriate use of limited resources.</p>	
<p><u>Quantitative Analysis.</u> To identify, compile, analyze and draw correct conclusions from pertinent data; to recognize patterns or trends in numerical data; to perform simple mathematical operations.</p>	
<p><u>Resourcefulness.</u> To formulate creative alternatives or solutions to resolve problems, to show flexibility in response to unanticipated circumstances.</p>	
<p><u>Working With Others.</u> To interact in a constructive, cooperative, and harmonious manner; to work effectively as a team player; to establish positive relationships and gain the confidence of others; to use humor as appropriate.</p>	
<p><u>Written Communication.</u> To write concise, well organized, grammatically correct, effective and persuasive English in a limited amount of time.</p>	