In general, ISTJs are systematic, painstaking, thorough, and hardworking. They get the job done and complete it on schedule. They are serious and sincere in whatever they do. They work well within a structure, follow the hierarchy, and are particularly strong and careful in keeping track of facts and details. They are cautious, generally seeking to maintain the status quo. They are at their best getting things to the right place at the right time. They honor their commitments.

- ISTJs pay extremely close attention to the facts and details of experience
- They tend to be matter-of-fact, sensible, and businesslike
- ISTJs are traditional, practical, and organized
- They focus on and gather impersonal facts, which they analyze

**Choosing a Major**
- Tend to carefully gather facts before deciding
- Prefer fields where their attention to important details can be used
- Tend to choose majors such as accounting, finance, business, law, civil engineering, production, construction, health administration

**Learning Style**
- Learn best when following a plan; may devise one themselves if not provided by the instructor
- Achieve through endurance and hard work, perspiration over inspiration
- Learn best sequentially
- Learning means mastering the facts
- Arrive at generalizations by accumulating facts

**Reading, Writing, Studying**
- Usually excellent at time management
- Study best quietly alone on one project at a time
- May be avid readers
- Write first drafts from an outline of factual information using a format that’s worked before
- Need to revise first drafts by adding conceptual overview and leaving out extraneous details

**Playing**
- Usually prefer hands-on hobbies or projects they work on alone
- Like a neat room and hard-working, quiet, organized roommates
- Report dating no more than once a month or are too busy to date
- Feel they must get all their work done before playing

**Possible Causes of Stress**
- May have a tendency to overlook long-range planning because today’s checkbook is not balanced
- May be too perfectionistic about details
- High school study techniques may not work in college
- As adults, may work so hard that their health suffers

**Dealing with Stress**
- Naturally tend to pay careful attention to important details
- Naturally tend to seek solutions to problems from past successes
- May need to learn to skim material
- May need to plan time for relaxation and fun
- Outline main points rather than memorizing
Work Related Strengths:
• Precise and accurate in all work
• Follow established routines and procedures
• Have excellent power of concentration and are able to work along without the need for socializing
• Great maintainer of organizations
• Stable, dependable, and can be counted on to follow through

Work Related Weaknesses:
• May have trouble adapting to changing systems
• May need to see practical application to accept new ideas
• Tend not to like change; may be inflexible
• May not understand needs different from their own
• May underestimate themselves and their contribution to the organization

CAREER SATISFACTION means doing work that:

1. Is technical in nature and lets me depend on my ability to use and remember important facts and details

2. Involves a real product or service done in a thoughtful, logical, and efficient way, preferably using standard operating procedures

3. Lets me be independent, with plenty of time to work alone and use my excellent powers of concentration to complete projects and/or tasks

4. Is done in a stable and traditional environment, where I will not be required to take unnecessary risks or use untested or experimental approaches

5. Has results that are tangible and measurable, where precision and exacting standards are used and respected

6. Has explicit objectives and a clearly defined organizational structure

7. Gives me adequate time to prepare before presenting or turning in my work, preferably in a one-on-one or small group setting

8. Gives me increasing levels of responsibility, with a minimum of social politics, where I am evaluated on how well I have achieved the requirements of the job description and am appreciated for my contributions

9. Is done in an environment where my practical judgment and experience are valued and rewarded

10. Allows me to set and reach stated goals by providing me with the necessary resources
Popular Occupations for ISTJs

In listing occupations that are popular among ISTJs, it is important to note that there are successful people of all types in all occupations. However, the following are careers ISTJs may find particularly satisfying and some of the reasons why. This is by no means a comprehensive listing but is included to suggest possibilities you may not have previously considered. Although all of these occupations offer the potential for career satisfaction, the future demand for some careers is anticipated to be greater than for others.

**Business**

<table>
<thead>
<tr>
<th>Occupation</th>
<th>ISTJ Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditor</td>
<td>Office manager</td>
</tr>
<tr>
<td>Manager/supervisor</td>
<td>Word processing specialist</td>
</tr>
<tr>
<td>Efficiency expert/analyst</td>
<td>Insurance underwriter</td>
</tr>
<tr>
<td>Logistics and supply manager</td>
<td>Regulatory compliance officer</td>
</tr>
<tr>
<td>Chief information officer</td>
<td>Accountant/actuary</td>
</tr>
<tr>
<td>Bill and account collector</td>
<td>Property manager: commercial/residential</td>
</tr>
<tr>
<td>Construction and building inspector</td>
<td>Government inspector</td>
</tr>
<tr>
<td>Construction manager</td>
<td>Purchasing agent and contract specialist</td>
</tr>
<tr>
<td>Cost estimator</td>
<td>Insurance claims examiner</td>
</tr>
<tr>
<td>Statistician</td>
<td>Technical writer</td>
</tr>
<tr>
<td>Association manager and adviser</td>
<td>Real estate appraiser</td>
</tr>
</tbody>
</table>

ISTJs often enjoy careers in business and excel in the areas of managing systems and keeping things running smoothly. They usually prefer traditional, established organizations or businesses and by their presence provide a stabilizing effect on an operation. They are efficient and thorough in keeping track of costs and revenues and do not allow errors or omissions to go unchecked or uncorrected. As managers, they provide clear definition of roles and established ways of doing things for their employees. They often prefer businesses that produce tangible products or services.

**Sales/Service**

<table>
<thead>
<tr>
<th>Occupation</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Police officer/detective</td>
<td>IRS agent</td>
</tr>
<tr>
<td>Government employee</td>
<td>Military officer</td>
</tr>
<tr>
<td>Real estate agent</td>
<td>Sports equipment/merchandise sales</td>
</tr>
<tr>
<td>Corrections officer</td>
<td>Industrial safety and health engineer</td>
</tr>
<tr>
<td>Fire prevention and protection specialist</td>
<td>Ship and boat captain</td>
</tr>
<tr>
<td>Commercial airplane pilot</td>
<td>Probation officer</td>
</tr>
<tr>
<td>Landscaping manager</td>
<td>Flight engineer</td>
</tr>
<tr>
<td>Postmaster and mail superintendent</td>
<td>Environmental compliance inspector</td>
</tr>
<tr>
<td>Immigration and customs inspector</td>
<td>Architectural drafter</td>
</tr>
<tr>
<td>Farmer</td>
<td>Gunsmith</td>
</tr>
<tr>
<td>Musical instrument maker</td>
<td>Flight navigator</td>
</tr>
</tbody>
</table>

Careers in civil service often appeal to ISTJs desire to serve their community. They enjoy maintaining systems that serve or protect all people. They work well within a structured environment, and can take and give direction and supervision well. ISTJs apply their knowledge and past experience to efficiently and decisively handle current problems. They have good memories for facts and details and use practical judgment in all they do. They tend to enjoy sales of real products with which they have personal experience.
**Finance**

Bank examiner  
Tax preparer and examiner  
Estate planner  
Budget analyst  
Treasurer, controller, and chief executive officer

ISTJs are often said to have a head for numbers. They use and remember facts and details and can cite evidence to support their views. They are not easily distracted and work painstakingly to complete tasks accurately and meticulously. Careers in finance often require the ability to work well alone, absorb great amounts of data, and follow through on the precise execution of the computation.

**Education**

School principal  
Administrator  
Archivist

Careers in education are often satisfying for ISTJs, especially those involving administration and/or technical subjects. They do well when overseeing the operation of a school or curriculum. They look for practical possibilities and ways to maintain systems. Administrative and library careers enable the ISTJ to work independently, using objective analysis in keeping order or monitoring data such as test scores and budgets. Teaching can be enjoyable for ISTJs when working with technical and practical subjects, where there are plenty of opportunities for hands-on teaching and learning.

**Legal/Technical**

Law researcher  
Engineer  
Computer programmer  
Legal secretary/paralegal  
EEG technologist/technician  
Meteorologist  
Agricultural scientist  
Database administrator  
Web editor  
Data processing equipment repairer  
Hardware/software tester  
Criminalist and ballistics expert  
Electronics repairer

These careers offer ISTJs the chance to use their technical skills and work with products that demand exacting accuracy. Because they take nothing for granted, they catch slips and oversights, and follow necessary procedures and systems faithfully. Many of these occupations give ISTJs the chance to work alone, employing their tremendous powers of concentration and applying their excellent factual recall and mastery of skills.
**Health Care**

Veterinarian | General surgeon
Dentist | Nursing administrator
Health care administrator | Pharmacist
Lab technologist | Medical researcher
Primary care physician | Biomedical technologist
Exercise physiologist | Pharmacist/pharmacy technician
Surgical technologist | Orthodontist
Coroner | Optometrist
Public health officer | Biology specimen technician
Environmental science technician | Medical records technician
EEG technologist

ISTJs are often drawn to medical careers, especially those that are within the traditional structure of a hospital. They pay close attention to the immediate and practical concerns of their patients. They listen carefully and offer thoughtful and conservative advice and treatment plans. ISTJs are also successful administrators within health care settings, working conscientiously and steadily to meet their responsibilities and honor their commitments. They enjoy an orderly environment and one that regards task-orientation and jobs done on schedule. The more technical nature of dentistry and pharmacology is often enjoyable to ISTJs, who master factual information easily and retain it forever.

Remember, these are only some of the areas that provide satisfying expression for the unique natural talents of ISTJ.