

14 Traits of Leadership

1.	Justice	The practice of being fair and consistent. A just person gives consideration to each side of a situation and bases rewards or punishments on fact and merit.
2.	Judgment	The ability to think about things clearly, calmly and in an orderly fashion so that good decisions can be reached.
3.	Dependability	Be relied upon to perform your duties properly. It means that you can be trusted to complete a job. Dependability also means consistently putting forth your best effort in an attempt to achieve the highest standards of performance.
4.	Initiative	Taking action even though you haven't been given orders. It means meeting new and unexpected situations with prompt action. It includes using resourcefulness to get something done without the normal material or methods being available to you.
5.	Decisiveness	The ability to make good decisions without delay. Get all the facts and weigh them against each other. By acting calmly and quickly, you should arrive at a sound decision. You announce your decisions in a clear, firm and professional manner.
6.	Tact	Dealing with people in a manner that will maintain good relations and avoid problems. It means that you are polite, calm, and firm.
7.	Integrity	A component of honor. Honest and truthful in what you say or do. You put honesty, sense of duty and sound moral principles above all else.
8.	Enthusiasm	A sincere interest and exuberance in the performance of your duties. If you are enthusiastic, you are optimistic, cheerful, and willing to accept the challenges.
9.	Bearing	The manner in which you conduct and carry yourself. Your manner should reflect alertness, competence, confidence, and control. You know who you are and what you are about.
10.	Unselfishness	Avoiding making yourself comfortable at the expense of others. Be considerate of others. Give credit to those who deserve or earned it.
11.	Courage	The ability to remain calm while recognizing fear. Moral courage means having the inner strength to stand up for what is right and to accept blame when something is your fault. Physical courage means that you can continue to function effectively when physical danger is present.
12.	Knowledge	You have the required training, information and you understand people. Your knowledge should be broad and in addition to knowing your job you should know company policies and keep up with current events.
13.	Loyalty	To seniors, peers and especially subordinates (for they are the ones who actually do the accomplishing -- for you).
14.	Endurance	The mental and physical stamina that is measured by your ability to withstand pain, fatigue, stress and hardship. For example enduring pain during physical conditioning to improve stamina is crucial in the development of leadership.