

ARE YOU CAREER READY?

Employers say that these are the top 8 skills that will get you hired.

CRITICAL THINKING

Identify relevant information, analyze issues and data to make decisions

Develop and test solutions to problems

Demonstrate originality and inventiveness



LEADERSHIP

Manage projects from beginning to end

Organize, prioritize, and delegate work

Coach others and leverage their strengths to reach common goals



COMMUNICATION (ORAL AND WRITTEN)

Articulate ideas clearly and accurately when speaking and writing

Adjust communications based on audience needs

Write and edit memos, letters, and complex reports



PROFESSIONALISM/WORK ETHIC

Demonstrate integrity and ethical behavior

Be accountable through effective work habits like time management, punctuality and learning from mistakes

Have a professional work image



TEAMWORK

Reach consensus on processes and solutions within a team structure

Work together to identify and utilize the strengths of each member.

Build collaborative relationships with people of diverse races, ages, genders, lifestyles and viewpoints



CAREER MANAGEMENT

Identify areas of personal and professional growth

Navigate and explore job options

Articulate skills, strengths and knowledge to self-advocate for opportunities in the workplace



TECHNOLOGY

Demonstrate adaptability to new and emerging technologies

Use technology ethically and efficiently to solve problems and accomplish goals

Be proficient with computer software programs



GLOBAL FLUENCY

Value differences and implement strategies for inclusion

Interact effectively with people from diverse backgrounds with sensitivity and respect

Understand your own biases and use that awareness to work to eliminate them



CAREER SERVICES IS HERE TO HELP YOU GET CAREER READY

EXPLORE. CONNECT. EXPERIENCE. SUCCEED!