

My **college degree** is in \_\_\_\_\_.

Because of that I have **subject matter knowledge** in: \_\_\_\_\_

\_\_\_\_\_

I **know how to** \_\_\_\_\_

\_\_\_\_\_

I am interested in **working in the following fields**: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Job titles that interest me** are: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**My work experience includes**: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Employers often look for the **following 11 skills**. I **score myself from 1 to 5 (low to high)** on each.

<b>Math</b>	Score ____
<b>Computer &amp; Technical Skills</b>	Score ____
<b>Research &amp; Analysis Skills</b>	Score ____
<b>Project Management</b>	Score ____
<b>Creative Thinking</b>	Score ____
<b>Written Communication</b>	Score ____
<b>Leadership</b>	Score ____
<b>Oral Communication</b>	Score ____
<b>Teamwork</b>	Score ____
<b>Problem-solving Skills</b>	Score ____
<b>People Skills</b>	Score ____

Here are some **additional skills or talents:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Here are a few of my **personal character strengths:**

\_\_\_\_\_

\_\_\_\_\_

These are some **things co-workers, bosses and team members on school projects have said about me:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This is **something that sets me apart or makes me unique:**

\_\_\_\_\_

\_\_\_\_\_

These are some **companies or organizations for whom I would like to work:**

\_\_\_\_\_

\_\_\_\_\_

**Other considerations:**

I need \_\_\_\_\_

\_\_\_\_\_

I want \_\_\_\_\_

\_\_\_\_\_

I am willing to \_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_