

# EMPLOYABILITY SKILLS

• Able to motivate others	• Able to work without supervision	• Approachable (people find it easy to talk to me)
• Articulate (well spoken)	• Assertive (self-confident, say what I want)	• Caring
• Charismatic (I get on well with people and everyone likes me)	• Competent/Confident with computers	• Competitive and enjoy a challenge
• Confident (in no doubt of situations)	• Considerate (think of others)	• Consistent (always try hard)
• Creative (can come up with new ideas)	• Design Things	• Determined (like to get things done)
• Easy-going	• Energetic (approach tasks with energy)	• Enjoy Building things
• Enjoy working in a team	• Enjoy working on my own	• Enjoy working with my hands
• Enjoy Helping people	• Enthusiastic and committed to learn/work	• Enthusiastic and positive about what I do
• Follow directions and focus on any task I am given	• Friendly	• Fun
• Get on well with people	• Good at following instructions	• Good at making decisions
• Good at reading	• Good at sport	• Good at writing

• Good at thinking of new ideas	• Good listener	• Good with animals
• Hard working	• Helpful	• Leading People
• Like reading and researching	• Like to learn new things	• Like to take a leadership role
• Logical (commonsense approach)	• Loyal (back up people I know)	• Managing Money
• Mending things (hands-on)	• Multi-tasking (able to do more than one thing at a time)	• Open-minded (able to see other peoples point of view)
• Optimistic (see the positive about everything)	• Organised	• Organising people
• Organising things to get them done	• Outgoing (not shy and like to meet new people)	• Patient (don't get annoyed if things take longer than expected)
• Persistent (don't give up easily)	• Persuasive (can usually get people to do what I want them to do)	• Punctual (arrive on time)
• Responsible (can be relied on to complete tasks)	• Shows initiative (sees something which needs doing and do it)	• Thoughtful (Caring and Unselfish)
• Tough (Strong and Sturdy)	• Willing to learn	• Witty (clever sense of humour)
• Working out Maths problems	• Working with Children	• My favourite subject is: