

Top 10 Employability Skills Self-Assessment

Name: _____

Outcome: 1.4 assess their strengths, skills, abilities, and interests in relation to employability skills

Rate yourself for each skill listed below based on the 1-4 scale. Remember to be honest with yourself so you know what to work on in the future.

1 = needs work

2 = getting there

3 = alright

4 = ready to go

Skill	1	2	3	4
Verbal Communication – able to express yourself clearly and confidently				
Teamwork – able to work within a group				
Problem Solving – able to tackle problems quickly and can sort through information needed to solve the problem				
Self-motivated – able to get the job done without someone telling you what to do all the time				
Written Communication – can express yourself in written form both in proper sentences and through tweets and other social media				
Flexible – able to adapt to changing situations and environments				
Time Management – get to work on time and use time effectively while working				
Creative – able to think of new ideas and plans to make things better				
Using numbers – can understand basic math principles and work with percent, fractions and decimal numbers				
Positive attitude – able to think clearly and positive even when in difficult situations				

Reflection

Answer each question to the best of your ability. Use loose leaf if you think you need more room.

1. Are you completely ready for the work world? Where do you need to improve?

2. What do you think you could do in the next few months to improve your employability?

3. Which one of the activities in your groups mind map are you most interested in seeing for a future class activity? Explain why you'd like to see us complete something around this idea.
