

What are my skills?

(from Career Planner: Choosing an occupation)

Skills are things you have learned to do.

Examples of skills include:

- ✦ writing
- ✦ sewing
- ✦ welding
- ✦ filing
- ✦ listening
- ✦ painting.

My skills

Read each sentence. Does it describe you? Select Yes, Sometimes or No.

	Yes	Sometimes	No
I can speak more than one language			
I can cook			
I can sew			
I can add numbers			
I can follow plans or patterns			
I can follow directions when someone tells me what to do			
I can use a tape measure			
I can give clear directions to someone			
I can get other people to do what I want them to do			
I can make good decisions			
I can start something on my own before the boss tells me what to do			
I can lead a group			
I can make a budget			
I can remember details			
I can help other people with their problems			
I can work as part of a team			
I can stay calm in an emergency			
I can do the same thing again and again and not get bored			
I can lift heavy objects			
I can sell things			
I can organize people			
I can plan a party			
I can entertain people			

	Yes	Sometimes	No
I can clean			
I can grow plants			
I can do tax forms			
I can build a fence			
I can build furniture			
I can style hair			
I can fix car engines			
I can fix small appliances			
I can install computer software			
I can care for small children			
I can keyboard			
I can help people who are upset			
I can use a computer			
I can speak to a group of people			
I can paint a picture			
I can play a sport			
I can tell a story			
I can make a room look nice			

Other things I can do:

Now go back over the whole list. Pick out the five things that you do best and list them.

My main skills are:

1. _____
2. _____
3. _____
4. _____
5. _____