

## EXPLORE YOUR SKILLS



Skills are abilities that you have learned and developed.  
SKILLS = WHAT CAN I DO?

**Instructions:** on the following sheet,  
Circle skills that you already have.  
and Underline skills you want to develop.  
Use this self-evaluation to fill in the following information.

What are the top 5 skills you have gained?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Where did you learn these skills?

Types of experience	Examples of my experience
<ul style="list-style-type: none"> <li>• Extracurricular activities</li> <li>• Sports</li> <li>• Jobs</li> <li>• Projects</li> <li>• Volunteering</li> <li>• Trainings</li> <li>• Competitions</li> </ul>	

What 3 skills would you like to develop?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

What can you do to develop these skills?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Management Skills**

- Getting things done on time
- Public Speaking
- Problem Solving
- Project Planning
- Thinking efficiently
- Explaining an idea
- Motivating People
- Convincing people
- Managing People
- Gather facts

**Physical Skills**

- Building a model
- Training an animal
- Growing plants
- Operating vehicles
- Finding errors in projects
- Using tools
- Fixing machines
- Playing with technology
- Programing
- Playing sports
- Following instructions
- Following rules

**Helping Skills**

- Coaching
- Taking care of people
- Mediating arguments
- Sympathizing with people
- Listening
- Encouraging
- Inspiring
- Giving feedback

**Scientific Skills**

- Reading
- Understanding
- Learning how things work
- Researching
- Experimenting
- Summarizing ideas
- Interested in Biology
- Interested in Chemistry
- Interested in Math

**Organization Skills**

- Budgeting
- Writing letters/memos
- Reviewing documents
- Counting inventory
- Organizing documents
- Accounting
- Filling in a spreadsheet
- Work with a database
- Creating presentations
- Typing quickly