

Skills Inventory

Name: _____

Date: _____

Skill/Competency	Rating	Skill Strength	Strategy	Importance
Communication Skills				
Problem-Solving Skills				
Time Management				
Teamwork				
Leadership				
Critical Thinking				
Adaptability				
Technical Skills				
Creativity				
Organization				
Interpersonal Skills				
Public Speaking				
Writing Skills				
Attention to Detail				
Customer Service				
Financial Literacy				
Negotiation Skills				
Research Skills				
Computer Literacy				
Emotional Intelligence				