



SKILLS INVENTORY Name _____

Example:

1. Skills I Have	2. Where I Used that Skill	3. How I Could Show That Skill to an Employer
Public Speaking	Conferences Teaching Class Presentations	Could video tape me presenting in class or on zoom when facilitating our book club meetings
Writing	College courses Resume Any professional written correspondence	Link to resume, LinkedIn profile and course writing reviews

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Questions? Call Career Services for further information and resources
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