MY SKILLS & qualities

persuading	planning strategically	setting & meeting goals
presenting	estimating	mediating
writing clearly	investigating	following directions
flexibility	building relationships	accuracy
budgeting	friendliness	motivating others
researching	proposing	patience
speaking publicly	evaluating outcomes	relating
initiating	reporting results	synthesizing data
planning	balancing	interpreting
troubleshooting	demonstrating integrity	managing stress
stamina	engaging	compromising
thinking quickly	speaking publicly	logical communication
persevering	delegating	entertaining
interviewing	understanding audience	balancing priorities
managing ambiguity	inspiring	listening
organizing	positive attitude	communicating
assembling	innovating	designing
editing	writing creatively	creating activities
developing expertise	independence	solving problems
assessing	collecting	analyzing
sorting	creating new processes	adapting
interpreting	constructing	managing details
sharing	sharing expertise	communicating tactfully
negotiating	teaching	( )
taking measured risk	learning	( )
collaborating	working quickly	( )
leading	predicting	( )
meeting deadlines	developing models	( )
prioritizing	phone etiquette	( )

Your Perspective	1: current strength
	2: neutral
	3: room for growth

Future Expectations	A: critical
	B: useful
	C: neutral

STRENGTHS TO DEVELOP:

AREAS TO GROW:

cvh 2/2008