

# TRANSFERABLE SKILLS REFLECTION

Highlight skills that you know you have on the left. Write how you know you have it on the right. Use examples.

Transferable Skill Clusters	How do I know I have it?
<b>Presentation</b> verbal and visual communication, creativity, public speaking, persuasion, planning	
<b>Persuasion</b> public speaking, analytical thinking, strategic thinking, active listening, negotiation	
<b>Customer Service</b> active listening, perspective-taking, patience	
<b>Project Management</b> organization, goal setting, process improvement, time management, attention to detail, prioritization	
<b>Research</b> analysis, critical thinking, written communication, search literacy	
<b>Teamwork</b> positive disposition, interpersonal skills, strategic thinking, self-awareness, conflict resolution, collaboration	
<b>Bi-lingual</b> active listening, translation, mediation, perspective-taking	
<b>Dependability</b> work ethic, punctuality, honesty, self-motivation	
<b>Technology Literacy</b> troubleshooting, adaptability, productivity software, code	