ARE YOU CAREER READY?

NACE

National Association of Colleges and Employers

Employers are looking for graduates who are ready for the work force. They want new hires who have experience in eight professional competencies that will help graduates succeed in the workplace.

Can you articulate your skills, talents, interests, and strengths in these areas?

Visit your Career Services Center to learn more.

Source: Career Readiness Resources: www.naceweb.org > Career Readiness > Overview & Resources.

Courtesy of the National Association of Colleges and Employers.

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Are You Career Ready?

Career Readiness Competency:

CRITICAL THINKING/ PROBLEM SOLVING

- Exercises sound reasoning to analyze issues, make decisions, and overcome problems.
- Obtains, interprets, and uses knowledge, facts, and data.
- Demonstrates originality and inventiveness.

Source: Career Readiness Resources: www.naceweb.org > Career Readiness > Overview & Resources.

Courtesy of the National Association of Colleges and Employers.

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Are You Career Ready?

Career Readiness Competency:

ORAL/WRITTEN COMMUNICATIONS

- Articulates thoughts and ideas clearly and effectively in written and oral forms.
- Has public speaking skills and is able to express ideas to others.
- Can write and edit memos, letters, and complex technical reports clearly and effectively.

Source: Career Readiness Resources: www.naceweb.org > Career Readiness > Overview & Resources.

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Are You Career Ready?

Career Readiness Competency:

TEAMWORK/ COLLABORATION

- Builds collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints.
- Able to work within a team structure and can negotiate and manage conflict.

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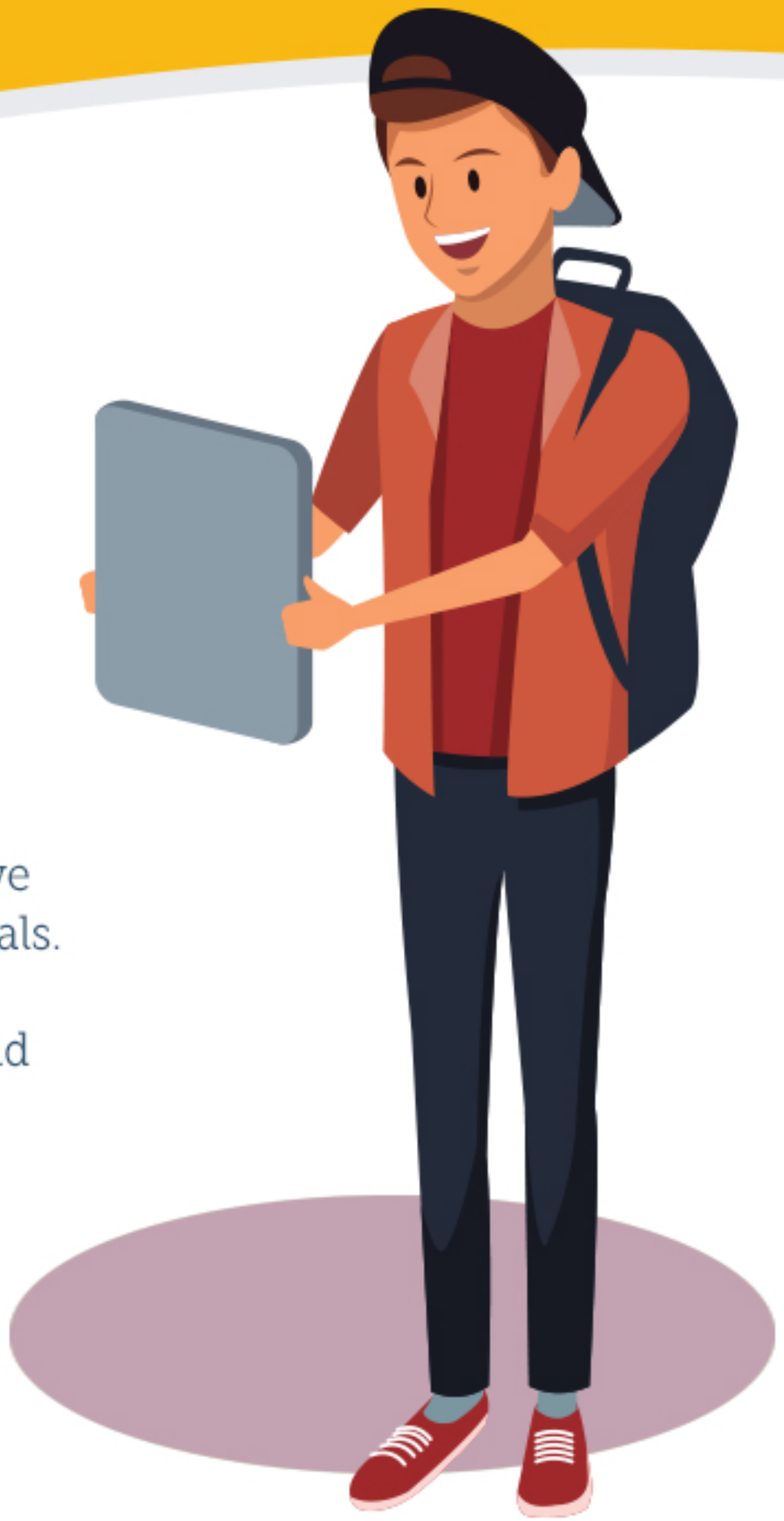
Are You Career Ready?

Career Readiness Competency:

DIGITAL TECHNOLOGY

- Leverages existing digital technologies to solve problems, complete tasks, and accomplish goals.
- Demonstrates effective adaptability to new and emerging technologies.



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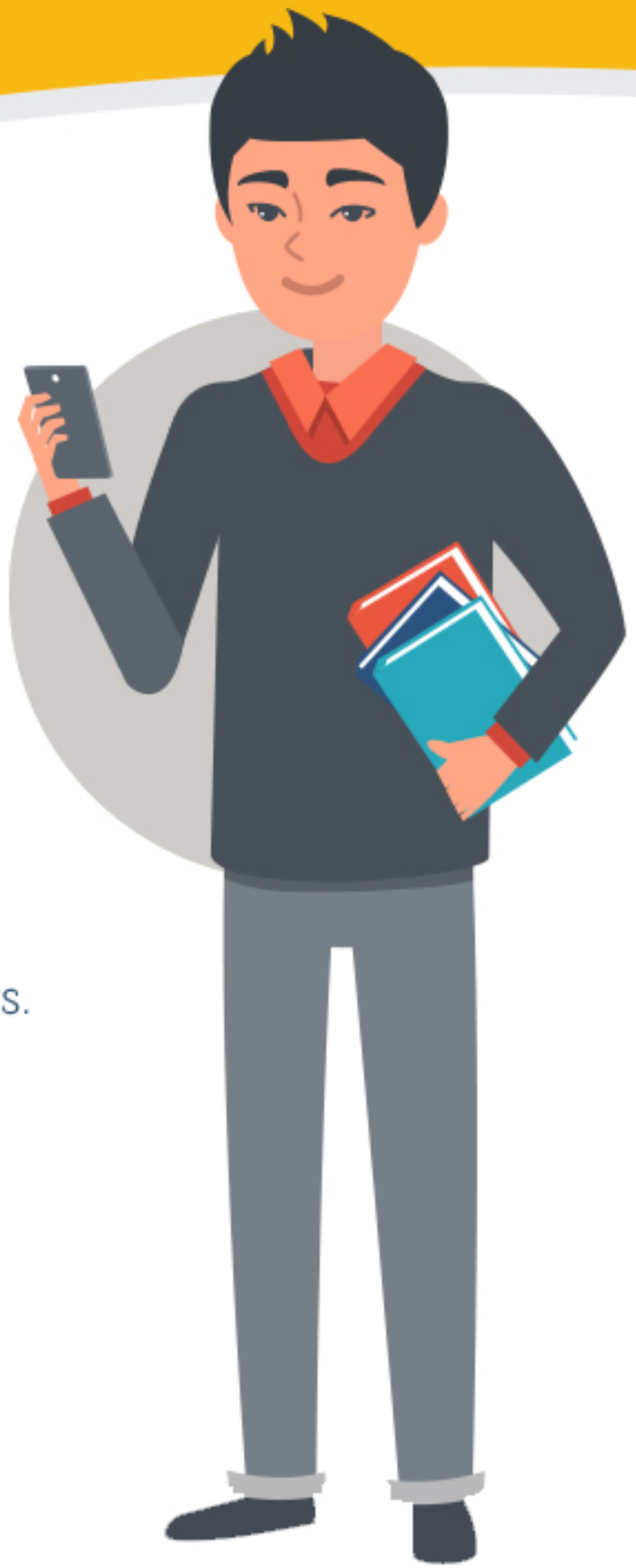
Career Readiness Competency:

LEADERSHIP

- Leverages the strengths of others to achieve common goals.
- Uses interpersonal skills to coach and develop others.
- Able to assess and manage his/her emotions and those of others.
- Uses empathetic skills to guide and motivate.
- Organizes, prioritizes, and delegates work.



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Career Readiness Competency:

PROFESSIONALISM/ WORK ETHIC

- Demonstrates personal accountability and effective work habits.
- Understands the impact of non-verbal communication on professional work image.
- Demonstrates integrity and ethical behavior.
- Acts responsibly with the interests of the larger community in mind.
- Able to learn from his/her mistakes.

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Are You Career Ready?

Career Readiness Competency:

CAREER MANAGEMENT

- Articulates personal skills, strengths, knowledge, and experiences.
- Identifies areas necessary for professional growth.
- Able to navigate and explore job options.
- Understands and can take the steps necessary to pursue opportunities.
- Understands how to self-advocate for opportunities in the workplace.

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Are You Career Ready?

Career Readiness Competency:

GLOBAL/ INTERCULTURAL FLUENCY

- Values, respects, and learns from diverse cultures, races, ages, genders, sexual orientations, and religions.
- Demonstrates openness, inclusiveness, sensitivity and the ability to interact respectfully with all people and understand individual differences.

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