



QUINEBAUG VALLEY  
COMMUNITY COLLEGE

## The Skills Employers Want Most

**WRITING SKILLS** - To express oneself clearly through written words.

**INTERPERSONAL/ SOCIAL SKILLS** - To get along well with others.

**NEGOTIATION SKILLS** - To bring about an agreement by bargaining.

**PROBLEM SOLVING ABILITY** - To identify the source of a problem and provide a solution.

**GLOBAL AWARENESS** - To possess an understanding of other cultures.

**ABILITY TO SYNTHESIZE** - To combine separate elements to form a new whole.

**MULTICULTURAL SKILLS** - To relate to people from diverse backgrounds.

**FOREIGN LANGUAGE SKILLS** - To communicate in multiple languages.

**CREATIVITY** - To bring a fresh perspective to a situation.

**ORGANIZATION SKILLS** - To manage multiple projects effectively.

**SELF-STARTER** - To work efficiently without supervision.

**TEAMWORK ABILITY** - To work well with others and put team interests ahead of self-interests.

**ORAL COMMUNICATION SKILLS** - To express oneself clearly through the spoken word.

**FLEXIBILITY** - To adapt to new and different situations.

**LEADERSHIP SKILLS** - To guide the activities of a group and influence the opinions of others.

**PRESENTATION SKILLS** - To deliver a message to an audience effectively.

**COMPUTER SKILLS** - To be knowledgeable about various types of programs and software.

**CRITICAL THINKING SKILLS** - To sift through large amounts of information and make decisions about what is most useful.

**ANALYTICAL SKILLS** - To examine in detail or to separate data, ideas or objects into their parts.