Skills Sheet

Use the table to make a list of your skills under each heading. Make sure you use verbs. This helps you in creating an overview of your own particular talents and skills. Once you are finished, you might wish to use the 246 verbs list for further inspiration. Please note a skill can be listed under several headings. Skills listed in the first 3 columns can be transferred to your CV or help you imagine your next line of work.

Enjoy using	**Can do very well**	**Can do fairly well**	**Not so good at/ dislike**	**Wish could do better**
Public speaking	Public speaking	Organising	Budgeting	Supervising
Report writing	Relationship building	Adapting	Language learning	Language learning
	Decision making		Negotiation	