

ANALYZING TRANSFERABLE SKILLS

In the blanks below, write the skills you circled and checked in the Transferable Skills Inventory. Circle your competence level. Write a detailed example of how you used that skill. Remember to consider your competence level as you identify specific jobs. You may want to use these examples when you write your resume.

EXAMPLE

Skill: Recruited _____ 1 2 **3**

Example: Promoted and marketed the benefits of a military background to high school students which assisted in consistently meeting military recruitment goals.

Competency Rating

1 = Exposure, 2 = Experience, 3 = Expert

Skill: _____ 1 2 3

Example: _____

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Example: _____

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Example: _____

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Example: _____

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Example: _____

Skill: _____ 1 2 3

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Skill: _____ 1 2 3

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Skill: _____ 1 2 3

Example: _____
