

Skills and Strengths Worksheet

Tick any skills and strengths that apply to you. If you struggle, think about how a friend or family member may see you.

Circle any skills and strengths that you would like to improve and discuss this with your Employment Adviser.

Honesty	Encouraging	Tolerant
Reliable	Active	Brave
Loyal	Creative	Logical
Intelligent	Analytical	Organised
Caring	Kind	Leadership
Hard Working	Ambitious	Patient
Positive	Efficient	Pleasant
Understanding	Assertive	Eager
Bubbly	Methodical	Generous
Fair	Funny	Independent
Computer Skills	Punctual	Trustworthy
Inspiring	Empathetic	Calm
Driven	Energetic	Daring
Eye for Detail	Motivated	Maths Skills
Respectful	Friendly	Thoughtful
Disciplined	Giving	Typing Skills
Team Player	Knowledgeable	Communication
Planning Skills	Spelling Skills	Sensitive
Parental Skills	Open	Welcoming
Bright	Loving	Helpful
Listening Skills	Enthusiastic	Unselfish
People Person	Warm	Dependable
Customer Skills	Strong	Resilient

Your skills and strengths from life experience, education and from work make you valuable to employers. Read through this list regularly to boost your confidence. Use your skills and strengths to help you create a CV, apply for jobs and pass that interview!