

JNP Skills Summary

Look at each category and identify one or two things you are best at – these are the skills around which you can begin building your career:

Communication Skills:

Communication Skill # 1 _____

Communication Skill # 2 _____

Number Skills:

Number Skill # 1 _____

Number Skill # 2 _____

People Skills:

People Skill #1 _____

People Skill #2 _____

Technical Skills:

Technical Skill #1 _____

Technical Skill #2 _____

Business Skills:

Business Skill #1 _____

Business Skill #2 _____

Management and Self-Management Skills:

Management Skill #1 _____

Management Skill #2 _____

It is also important to know what skills you need to work on. List three career skills you need to develop or improve upon. Identify who can help you with those.

Career Skill #1 / Who Can Help _____

Career Skill #2 / Who Can Help _____

Career Skill #3 / Who Can Help _____