



Career Readiness Resources

Career Ready Infographic

Courtesy of Virginia Tech

ARE YOU CAREER READY?

Virginia Tech Career Services has identified six professional competencies to help you prepare and succeed in the workplace.

COMMUNICATION:

Articulate thoughts and express ideas effectively using oral, written and non-verbal communication skills (to instruct, inform and persuade), as well as listening for meaning to gain understanding. The ability to deliver information in person, in writing, and in a digital world.

TEAMWORK & INTERPERSONAL:

Build and maintain collaborative relationships to work effectively with others in a team setting through shared responsibility, empathy and respect. The ability to manage one's emotions and conflict with others while contributing towards a common goal.

LEADERSHIP:

Motivate, organize and delegate work by leveraging the strengths of individuals. The ability to use empathetic skills and a positive attitude to guide and influence others while reaching a shared goal through adaptability and effective decision-making.



PROFESSIONALISM & PRODUCTIVITY:

Demonstrate integrity, resilience, accountability and ethical behavior. The ability to take initiative, maintain effective work habits (prioritize, plan and manage work) to produce high quality results and project a professional presence.

GLOBAL PERSPECTIVE:

Respect the viewpoints of those from diverse cultures, races, ages, genders, religions and lifestyles to build collaborative relationships and communicate effectively. The ability to appreciate, value, and learn from other cultures and perspectives to move beyond tolerance.

CREATIVITY & PROBLEM SOLVING:

Exercise sound reasoning to analyze issues, synthesize information, make decisions and solve problems. The ability to think critically and strategically to develop original ideas and innovative solutions.