**Skills Inventory**

1. Enter the skills, strengths or attributes needed for the role you are applying for in the transferable skills column.
2. List ALL of your experiences relevant to each box below (add or change to fit your own context)
3. Then note the skills you developed as a result of each of those experiences.

|  |  |  |  |
| --- | --- | --- | --- |
| **Academic** | **Part time work** | **Vacation work** | **Transferrable Skills e.g.*** Communication: Written and verbal
* Team
* Problem solving
* Decision making
* Time management
* Organisational
* Innovation/new ideas
* Research
* Resilience/adaptability
* Commercial awareness
* Analytical
* Digital/IT skills
* Leadership potential
* Persuasion
* Self-motivated
* Motivate others
 |
| **Internships, open days, placements** | **Awards or Recognitions** | **Mentoring, roles of responsibility** |
| **Volunteering and/or fundraising** | **Clubs, Societies, Interests** | **Sports** |