

## SKILLS INVENTORY FORM

Name \_\_\_\_\_

*Example:*

Skills I Have	Where I Used This Skill	How I Could <i>Show</i> This Skill to an Employer
Writing	College courses Research position	Include links to my published articles; include research briefs; make sure written content in job materials is correct!
Public speaking	Class Presentations Conferences Teaching News interviews	Could link to the clip of me being interviewed about book club; list my conference presentations and invited talks on resume

Skills I Have	Where I Used This Skill	How I Could <i>Show</i> This Skill to an Employer