Career readiness is the attainment and demonstration of requisite competencies that broadly prepare college graduates for a successful transition into the workplace. While education and experiences are important, employers have identified the following eight competencies as necessary skills for any new college graduate.

**CRITICAL THINKING/PROBLEM SOLVING**
Exercise sound reasoning to analyze issues, make decisions, and overcome problems.

**Employers are seeking students who are able to:**
Obtain, interpret, and use facts and data to make decisions and overcome problems;
Demonstrate originality and inventiveness

**ORAL/WRITTEN COMMUNICATION**
Articulate thoughts and ideas clearly and effectively in written and oral forms to persons inside and outside of the organization.

**Employers are looking for students who:**
Can clearly articulate thoughts to others;
Have public speaking skills;
Can write/edit memos, letters, and complex technical reports clearly and effectively

**TEAMWORK/COLLABORATION**
Build collaborative relationships with colleagues and customers representing diverse backgrounds

**Employers are looking for students who can:**
Work within a team structure;
Negotiate and manage conflict

**LEADERSHIP**
Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others.

**Employers are looking for students who are able to:**
Assess and manage emotions and those of others;
Use empathetic skills to guide and motivate;
Organize, prioritize, and delegate work
**CAREER READINESS**

**PROFESSIONALISM/WORK ETHIC**
Demonstrate accountability and effective work habits, e.g., punctuality, and time workload management.

**Employers are seeking students who:**
Demonstrate integrity and ethical behavior;
Act responsibly with the interests of the larger community in mind;
Are able to learn from their mistakes

**CAREER MANAGEMENT**
Identify and articulate one's skills, strengths, knowledge, and experiences relevant to the position desired and career goals, and identify areas necessary for professional growth.

**Employers are looking for students who:**
Are able to explore and pursue job options;
Understand how to self-advocate for opportunities in the workplace

**DIGITAL TECHNOLOGY**
Leverage existing digital technologies ethically and efficiently to solve problems, complete tasks, and accomplish goals.

**Employers are looking for students who:**
Demonstrate effective adaptability to new and emerging technologies

**GLOBAL/INTERCULTURAL FLUENCY**
Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions.

**Employers are looking for students who:**
Demonstrate openness, inclusiveness, and sensitivity;
Have the ability to interact respectfully with all people and understand individuals' differences

Want to learn more about how to develop these career readiness competencies? Schedule an appointment with a career advisor through Handshake.

Adapted from NACE Career Readiness Competencies