**Translating academic skills into employment skills**

Drawing on activities you undertook for chapter 3, use the chart below to profile the soft and transferable skills you are developing as a student. Look especially at page 54, ***Skills Audit: Current skills and qualities***. The four items already written in this chart appear at the top of many employers’ lists. Add others relevant to you. Provide at least one good example of each one you record so that you are ready for questions about these at interview.

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| --- | --- |
| **Translate academic skills into employment skills**  Articulate abilities meaningfully for employers | |
| **Skills, qualities, attributes, experience and achievements** | **Specific examples** |
| Self-awareness and self-resilience |  |
| Communication skills |  |
| Team working |  |
| Practical skills in managing projects |  |
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| **Other transferable skills I can offer** | |
| Driving licence |  |
| Technology skills |  |
| Languages |  |
| Other: |  |
| Other: |  |