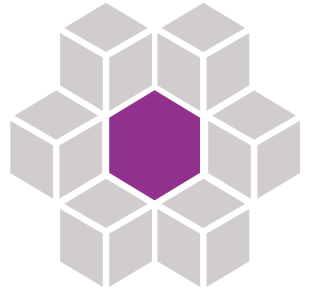


Top 10 Core Employability Skills



PERSONAL MINDSET

- » Needs minimal supervision to complete tasks.
- » Maintains focus on tasks despite internal (e.g., emotional) and/or external distractions.
- » Adapts approach in response to new conditions or others' actions.

PLANNING FOR SUCCESS

- » Manages time to complete tasks on schedule.

SOCIAL AWARENESS

- » Recognizes the consequences of one's actions.
- » Balances own needs with the needs of others.

COLLABORATION

- » Helps team members complete tasks, as needed.

PROBLEM SOLVING

- » Identifies alternative ideas/processes that are more effective than the ones previously used/suggested.

+ PLUS PROFESSIONAL ATTITUDE

- » Brings energy and enthusiasm to the work.
- » Takes responsibility for his or her actions and does not blame others.

The Top 10 Core Employability Skills Include 8 MHA Labs Building Block Skills Plus 2 Professional Attitude Skills that Target Employer Satisfaction.