



## 1.1. Career Management Skills Worksheet

To manage your career successfully over time you will need to possess and utilise career management skills. This section looks at identifying the skills you already possess and ones you may need to develop.

1. Please tick the corresponding box for skills you currently have and place a D if you need to develop this skill.

<b>Skill</b>	 <b>or</b> 
Accessing Support	
Adaptability	
Constant Learner	
Curiosity/ Research skills	
Decision Making	
Information Technology	
Motivation	
Networking	
Open to Feedback	
Optimism	
Persistence	
Planning/ Being Prepared	
Problem Solving	
Resilience	
Risk Taking	
Self Confidence	
Self-Presentation Skills	
Social Confidence	

## 2. Developing skills.

Choose the skills you have placed a D against and outline what you can do to start developing this skill. In a careers appointment this is something you could also chat to your Careers Adviser about.

To book a careers appointment please email [skillsjersey@gov.je](mailto:skillsjersey@gov.je)

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