

MY PERSONAL SKILLS TREE WORKSHEET

POST-16
CAREERS WEEK 2023

Give yourself a rating for each of the skills below by writing the corresponding letter in the circle: **Beginner (B) Intermediate (I) Advanced (A)**

Then write an example in the box to show where or how you have learnt or demonstrated the skill.

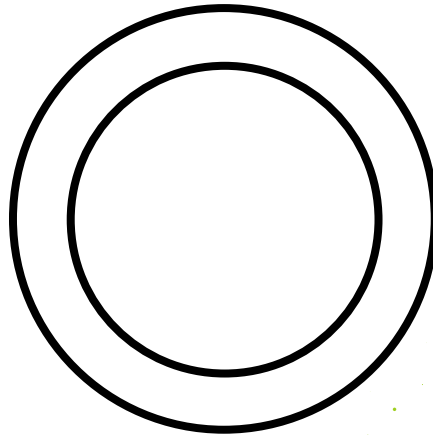


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Choose one of the skills where you rated yourself the highest and add this to the circle icon below. Research two related career sectors that would use this skill and five possible jobs you could pursue in those sectors.

My Transferable Skill



Sector Choice 1

[Empty rounded rectangular box for Sector Choice 1]

Potential Job Options

[Five empty rounded rectangular boxes for Potential Job Options under Sector Choice 1]

Sector Choice 2

[Empty rounded rectangular box for Sector Choice 2]

Potential Job Options

[Five empty rounded rectangular boxes for Potential Job Options under Sector Choice 2]

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Research job descriptions for the future career you are interested in.
In the "skill level" box, note whether is each skill is: **Essential (E)** **Desirable (D)**

Then research other careers or tasks these skills could be transferred to.

The career I am most interested in is

Skill Level

Alternative careers or tasks this skill applies to



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Now that you have:

- **evaluated your own skill set**
- **listed examples of where you have developed these skills**
- **identified tasks and jobs where your skill set is needed**

Why not have a go at writing a personal statement?

Take a few examples of your skills and explain how they would make you suitable for your chosen career.



A large, empty rounded rectangular box with a black border, intended for writing a personal statement. The box is positioned below the row of skill icons and occupies the lower two-thirds of the page. The right side of the page features a decorative pattern of small green dots.