

Section 1 Personal Skill Profile – summarizes your preferred Moderate and High Proficiency skills to provide you with a comprehensive picture of your talents and abilities in 6 skill categories.

- Record your Major, Secondary and Minor Role skills for each skill category in the corresponding category boxes.

Category: Relationship (orange)	Category: Communication (yellow)	Category: Management/Leadership (blue)
High Proficiency Moderate Proficiency	High Proficiency Moderate Proficiency	High Proficiency Moderate Proficiency
Major Role	Major Role	Major Role
Secondary Role	Secondary Role	Secondary Role
Minor Role	Minor Role	Minor Role
Category: Physical/Technical (green)	Category: Creative (lavender)	Category: Analytical (gray)
High Proficiency Moderate Proficiency	High Proficiency Moderate Proficiency	High Proficiency Moderate Proficiency
Major Role	Major Role	Major Role
Secondary Role	Secondary Role	Secondary Role
Minor Role	Minor Role	Minor Role

Section 2 Skill Summary – highlights the strengths you “prefer” to use in your work.

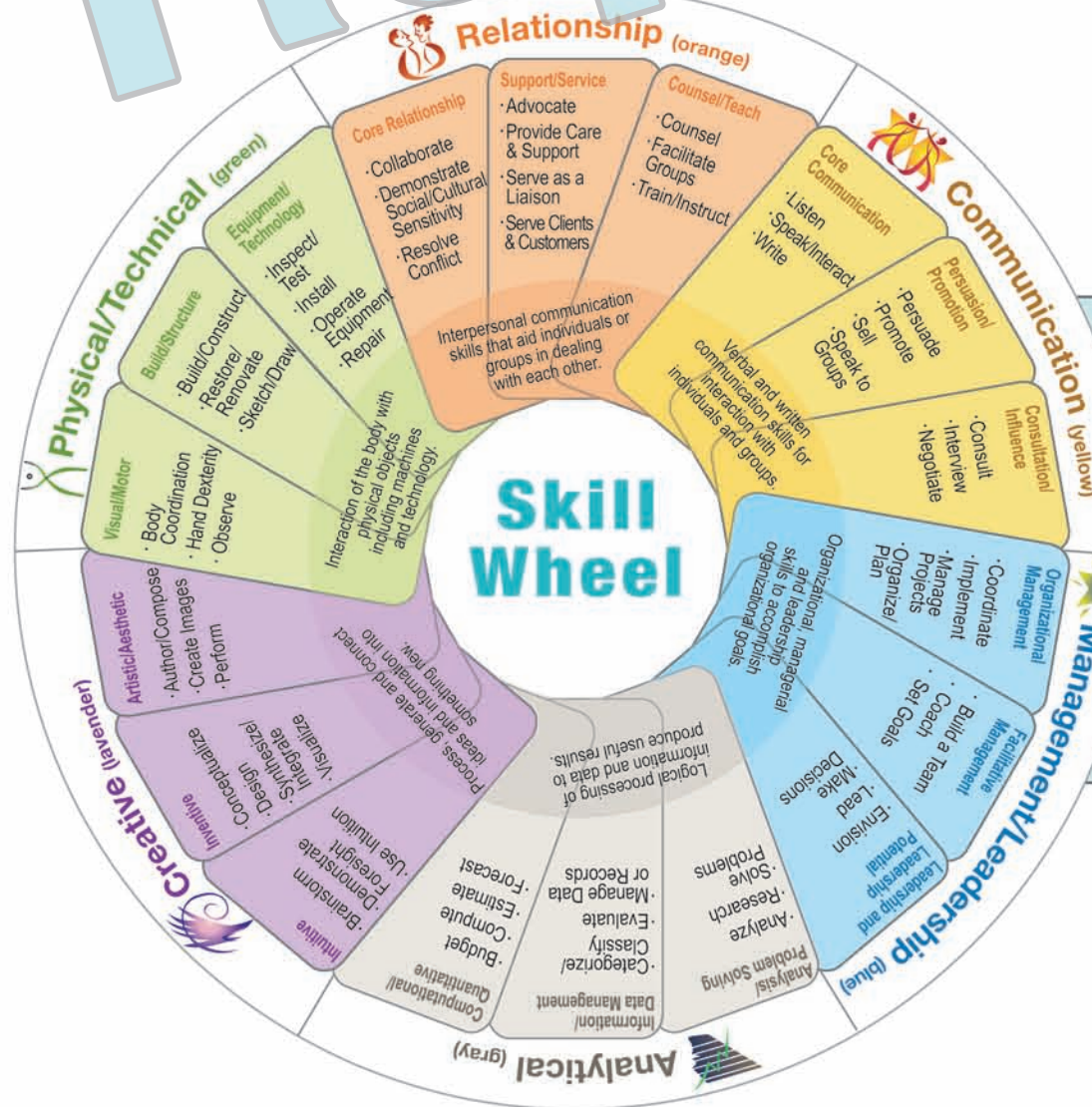
- From the Personal Skill Profile, identify your favorite skill category. Select the skill category with the skills you most enjoy using, not by the number of skills in the category. Write this category title in Section 1.
- List your 2nd, 3rd and 4th favorite skill categories in the corresponding boxes.
- Under each favorite skill category, list 4 – 6 favorite skills.

1 _____ 2 _____

3 _____ 4 _____

Section 3 Skill Wheel

The Wheel organizes the 60 skills into 18 Skill Sets. Skill Sets are skills that are frequently used together to perform tasks and work functions. On the Wheel, place a check mark next to those skills from Section 2 - Skill Summary to discover your preferred Skill Sets. To see the full range of your Skill Sets, place a second check mark next to those skills from your Major and Secondary Role Category boxes from Section 1. Circle your top 4 preferred Skill Sets.



Application

Career Exploration: Use your preferred Skill Sets to identify careers that optimize your strengths.

Job Search: Use your Skill Sets to communicate your strengths in resumes and interviews.