

Mental Strengths

What topics, in general, do you know quite a bit about?

What languages do you speak? Read? Understand?

What do you know or have learned about mechanical things?

What have you learned about your hobbies?

What have you learned about raising or educating children?

What have you learned about food or cooking?

What have you learned about computer hardware or software?

What have you learned about safety or first aid?

What have you learned about history or world affairs?

What have you learned about music or the arts?

What have you learned about science or animals?

What have you learned about your ethnic culture or background or religion?

What job-related skills, knowledge or competencies do you have ?

- Spelling/Grammar Skills
- Keyboard Skills
- Using Company Telephone & e-mail
- Speed Reading
- Time Management
- Operate Equipment
- Knowledge of Your Industry
- Critical Thinking
- Math and Calculating Skills
- Writing Skills
- People Skills
- Selling Skills
- Customer Service Skills
- Handling Difficult People
- Bargaining Skills
- Team Work
- Supervisory Skills
- Leadership Ability
- Problem Solving