Career Competencies Employers Look For!

Work towards developing the skills employers are looking for when they hire!

*Based on NACE Career Readiness Competencies

Center for Career Development
SUNY BROOME

The NACE Career Competencies are a great starting point for setting goals on skill development! There are many opportunities within your role for you to practice these skills!

These competencies are great for discussing during an interview, performance evaluation, and for you to reflect on!

Career Competency	Example of How To Develop Within Role	
Critical Thinking/Problem Solving Uses knowledge, logic, facts and data to make informed and analytical decisions and overcome problems	Searching for answers to questions through using resources such as the SUNY Broome website	Your Examples:
Oral/Written Communication Articulates messages clearly through written and oral communication, including public speaking	Crafting professional emails to send	Your Examples:
Teamwork/Collaboration Works well within a team of those from varying backgrounds; collaborates or partners with others to reach goals	Asking for feedback on something and adjusting from that feedback	Your Examples:
Digital Technology Leverages technological resources to complete tasks effectively and solve problems	Learning how to use excel for role	Your Examples:
Leadership Motivates, organizes, and prioritizes while leveraging strengths of others to reach common goals	Providing suggestions for improving current routines	Your Examples:
Professionalism/Work Ethic Accountable for work behavior including punctuality, dress, communication, and ethical choices	Asking for performance feedback from my supervisor	Your Examples:
Career Management Working towards career goals with strong self awareness of strengths, weaknesses, and transferable skills	Discussing career goals with supervisor	Your Examples:
Global/Intercultural Fluency Demonstrates openness, respect, inclusive behavior, and desire to learn from those of different backgrounds	Research different cultural traditions	Your Examples: