



Skills & Qualities Employers Consider Important

<u>Skills and Qualities</u>	<u>5 point Scale :</u> <u>5= Very Important & 1=Not Important</u>
Communication Skills (verbal & written)	4.8
Honesty / Integrity	4.7
Interpersonal Skills (relates well to others)	4.5
Motivation / Initiative	4.5
Strong Work Ethic	4.5
Teamwork Skills (works well with others)	4.5
Analytical Skills	4.4
Flexibility / Adaptability	4.3
Computer Skills	4.1
Detail-oriented	4.0
Leadership Skills	4.0
Organizational Skills	4.0
Self-confidence	4.0
Friendly / Outgoing Personality	3.8
Tactfulness	3.8
Well mannered / Polite	3.8
Creativity	3.6
* GPA (3.0 or better)	3.6
Entrepreneurial Skills / Risk-taker	3.2
Sense of Humor	3.2

* Note: 2 out of 3 (65.7%) of employers screen candidates for GPA. Although cut-offs range from 2.5 – 3.0, the largest group cite 3.0.

As indicated by the following chart, employers also value work experience, especially “relevant” work experience.

<u>Type of Experience</u>	<u>5 point Scale :</u> <u>5= Very Important & 1=Not Important</u>
Internship Experience	3.9
Relevant Work Experience	3.9
Any Work Experience	3.5
Co-op Experience	3.3

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