

# What Employers Want

## Overview of Essential Skills

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# Technical Skills vs. Essential Skills

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While technical skills are what you **do** at work, essential skills are **how** you do it. Employers value these skills in their employees –often as much as technical skills.

Developing the essential skills and helping employers understand your expertise will help you get a job and make you a superstar in your workplace.



A black and white photograph of a landscape. In the center, a bright sun is shining through a cloudy sky, creating a starburst effect. The foreground is a grassy field with some trees in the middle ground. The overall mood is serene and natural.

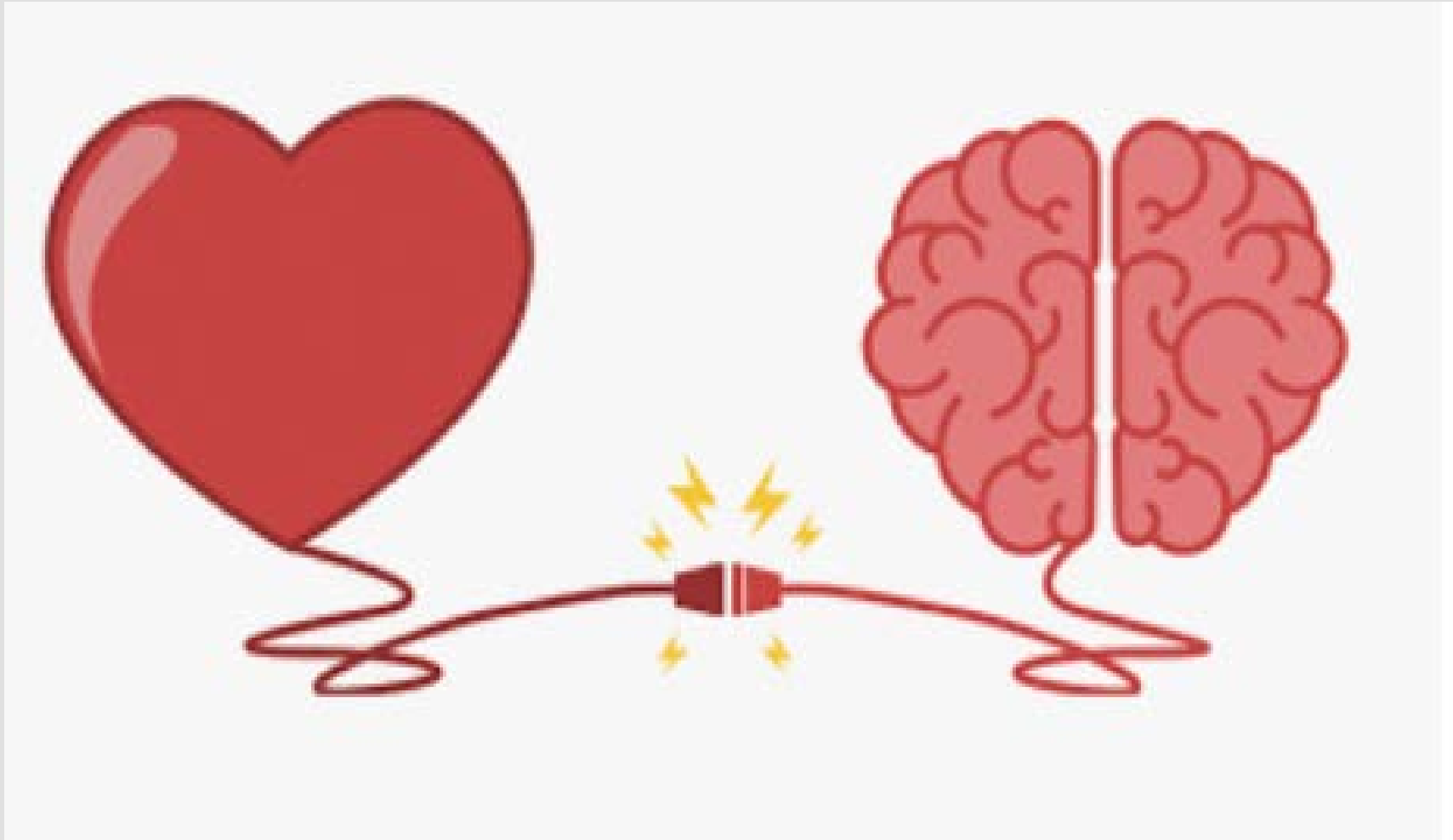
# Essential Skills

# 6 Essential Skills You Can Start Building Today

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1. Emotional Intelligence
2. Communication
3. Creative & Critical Thinking
4. Collaboration
5. Dependability
6. Resourcefulness

# Emotional Intelligence



# Emotional Intelligence

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Considering the feelings and perspectives of others to infuse empathy and thoughtfulness into all interactions.

Working on your own self awareness to approach situations with humility, kindness, and patience.





# Communication

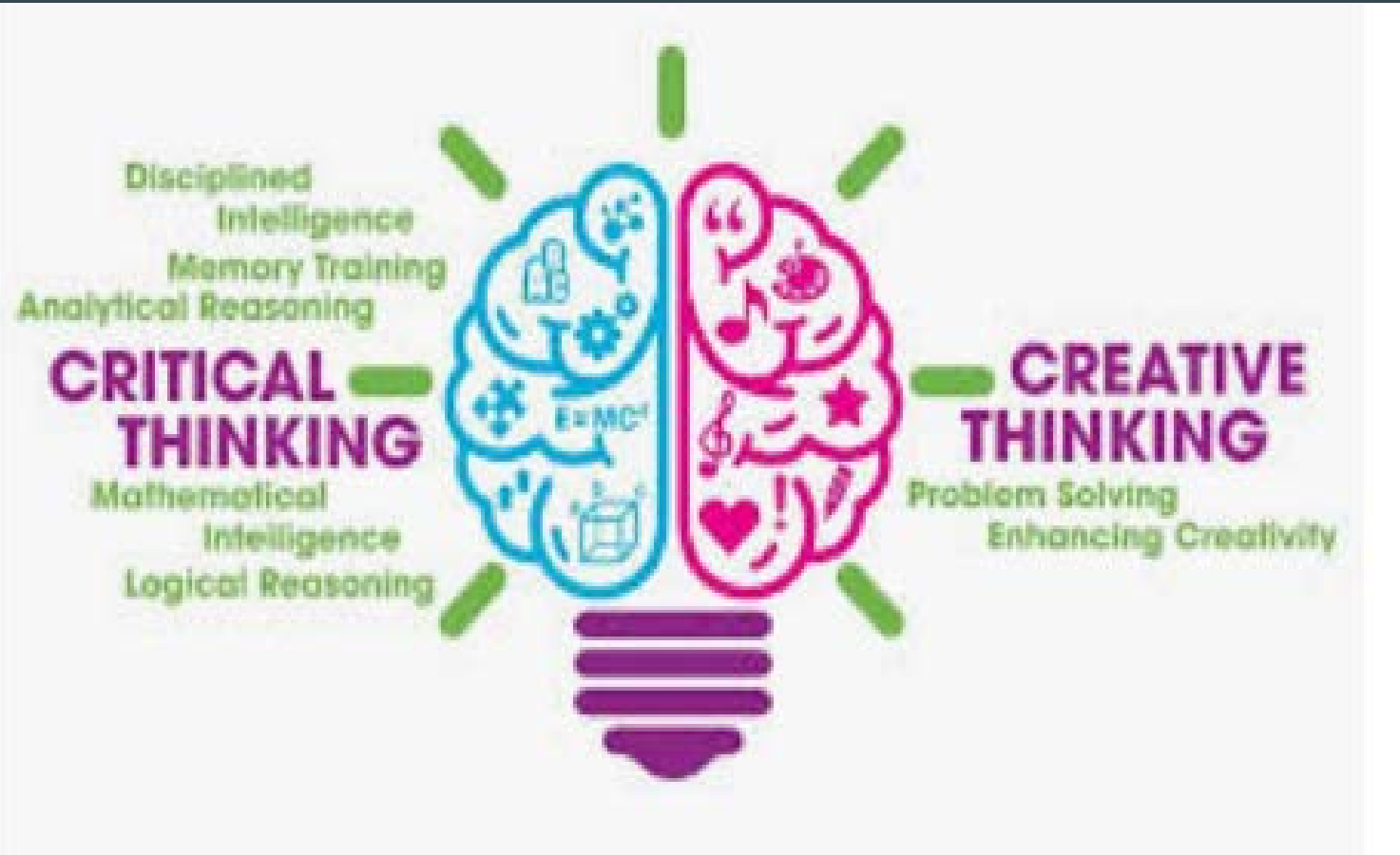
Exchanging information, feelings and meaning in-person or digitally through actions, words, body language, listening and writing to achieve understanding among people

# Communication Skills Sought by Employers

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- ✓ Excellent verbal and written communication skills
- ✓ Strong active listening skills
- ✓ Compassionate and empathetic
- ✓ Comfortable with confrontation
- ✓ Excellent problem-solving and analytical skills
- ✓ Team-player
- ✓ Creative and innovative





# Creative & Critical Thinking

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Using imagination and problem solving to apply knowledge or address challenges in new, exciting and innovative ways.

Using reasonable and logical through to prioritize, make decisions and achieve a desired outcome.

# Collaboration



# Collaboration

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Building helpful, respectful and productive relationships with others to work toward a common goal. Using strategies that incorporate the ideas of many people to promote agreement or compromise. Listening to critique with openness and approaching conflict with an inclusive mindset. Leveraging a variety of skills, strengths and diverse backgrounds on a team.



# Dependability

# Dependability

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Building trust with others by keeping your word. Managing your time by planning and controlling how your work time is spent to achieve goals. Meeting deadlines and producing quality work. Taking initiative and working independently to move things forward.





**It's not about your  
resources, it's about your  
resourcefulness .**

Tony Robbins

# Resourcefulness

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Relentlessly seeking solutions and opportunities.

Understanding your own strengths and weaknesses and knowing when to ask for help or lean on another person's expertise. Being a lifelong learner who approaches problems and obstacles with perseverance, adaptability and make-it-happen mentality.

# Questions?

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