## The Blueprint for Career Readiness

The SkillsUSA career-ready student demonstrates each of the 17 Essential Elements described below.

## The SkillsUSA Framework



Keeping pace with technology and using it effectively



Following workplace health and safety guidelines



Developing the knowledge and skills a job requires



Exceeding custome expectations



Engaging in continua learning



Computer and Technology Literacy • Job-Specific Skills

- Safety and Health
- Service Orientation
- Professional Development

**Technical Skills** Grounded in Academics

## Personal Skills

## SkillsUSA.

- Communication
- Decision Making
- Teamwork
- Multicultural Sensitivity and Awareness
- Planning, Organizing and Management
- Leadership



Sending and receiving clear messages



Analyzing information to choose the best option



Working with others to achieve a common goal



Exhibiting respect and empathy for everyone



 Integrity • Work Ethic Professionalism Responsibility • Adaptability/Flexibility Self-Motivation

Workplace

Skills



Doing the right thing in a reliable way



Doing what it takes to get work done right



Setting the standard for professional behavior



Embracing change and fostering creativity



Taking ownership of your actions



Exhibiting a passion for life and career



Building the processes to complete tasks successfully



Influencing the hearts, minds and actions of others



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