SKILLS INVENTORY FORM

Example:

Skills I Have	1. Where I Used that Skill	2. How I Could Show That Skill to an Employer
Writing	College courses Crossroad Collaborative grant Scholar – at conferences, in journals	Include links to my published articles; include research briefs; make sure written content in job materials is correct!
Public Speaking	Conferences Teaching News Interviews	Could link to the clip of me being interviewed about book club; list my conference presentations and invited talks on resume

Skills I Have	1. Where I Used that Skill	2. How I Could Show that Skill to an Employer