

Soft Skills Self-Assessment

Rate yourself from 1 to 5

Skill	Needs Practice (1pt)	Developing (3pts)	Strength (5 pts)
Communication			
Active Listening			
Teamwork			
Problem-solving			
Time Management			
Adaptability			
Professionalism			
Initiative			

Answer the following questions:

1. What are two of my strongest soft skills?
2. Which skills do I want to improve?
3. What is one action I can take this week?