



# CAREER connections

“For I know the plans I have for you, declares the Lord, plans to prosper you and not harm you, plans to give you hope and a future.” Jeremiah 29:11

## October Career Event

**When:** Oct. 8

**Where:** Williams Hall Café

**Time:** 8-9 pm

Root Beer Floats and Ice Cream Sundaes will be served starting at 7:45

**Topic:** Internships and Jobs

**Speaker:** Annissa Wilfalk

PRIZES for the Best Cover Letter and Rèsùmè!!!!

## Job Outlook: The Candidate Skills/Qualities Employers Want

[Spotlight for Career Services Professionals](#)

[Spotlight for Recruiting Professionals](#)

October 2, 2013

When it comes to the importance of candidate skills/qualities, employers are looking for team players who can solve problems, organize their work, and communicate effectively, according to respondents to NACE's *Job Outlook 2014* survey.

Survey participants rated “ability to work in a team structure,” “ability to make decisions and solve problems,” “ability to plan, organize, and prioritize work,” and “ability to verbally communicate with persons inside and outside the organization” as the most important candidate skills/qualities. These are followed by candidates’ “ability to obtain and process information” and “ability to analyze quantitative data.”

The least important candidate skills/qualities on the list are the “ability to create and/or edit written reports” and the “ability to sell or influence others.”

Figure 1: Employers rate the importance of candidate skills/qualities

Skill/Quality	Weighted average rating*
Ability to work in a team structure	4.55
Ability to make decisions and solve problems	4.50
Ability to plan, organize, and prioritize work	4.48
Ability to verbally communicate with persons inside and outside the organization	4.48
Ability to obtain and process information	4.37
Ability to analyze quantitative data	4.25
Technical knowledge related to the job	4.01
Proficiency with computer software programs	3.94
Ability to create and/or edit written reports	3.62
Ability to sell or influence others	3.54

\*5-point scale, where 1=Not at all important; 2=Not very important; 3=Somewhat important; 4=Very important; and 5=Extremely important

Source: *Job Outlook 2014*, National Association of Colleges and Employers

## Job/Internship Opportunities:

Where can you find job postings:

- 1) Warner Career Counseling Facebook Page
- 2) Career Counseling Twitter-moyer\_autumn
- 3) Career Counseling Moodle Page
- 4) Email Mrs. Moyer!
- 5) College Central Network- Create an account at [www.collegecentral.com/warner](http://www.collegecentral.com/warner)