Are you Career Ready?  
We’re with you every step of the way!

The Professional Development Center (PDC) supports City Tech students to make informed decisions to achieve career goals. Employers emphasize eight essential employability qualities for "career ready" applicants.

- **Critical Thinking/Problem Solving**
  - Exercise sound reasoning to analyze issues, make decisions, solve problems, and think on your feet

- **Teamwork/Collaboration**
  - Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints
  - Work within a team structure to achieve a common goal

- **Leadership**
  - Use interpersonal skills to coach and develop others, along with organizing, planning, prioritizing and delegating work

- **Career Management**
  - Navigate, explore, and identify one's skills, as well as areas for professional growth
  - Self-advocate for opportunities in the workplace

- **Oral/Written Communications**
  - Communicate thoughts and ideas clearly and confidently to others through public speaking, emails, letters, and reports, for example

- **Technical Application**
  - Use existing technologies ethically and efficiently to solve problems, complete tasks, and accomplish goals

- **Professionalism/Work Ethic**
  - Demonstrate personal responsibility and work productively with others
  - Demonstrate integrity and ethical behavior

- **Global/Intercultural Fluency**
  - Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions
  - Demonstrate the ability to interact respectfully and understand individuals' differences

The National Association of Colleges and Employers (NACE) has defined career readiness as:
The attainment and demonstration of requisite competencies that broadly prepare college graduates for a successful transition into the workplace.

Adapted from NACE Career Readiness Competencies and Virginia Tech www.naceweb.org
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