# Employability Skills Framework: Interpersonal Skills

# *Observing Effective Relationships*

*Observations of one student or a group of students*

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| Interpersonal | Skills |
|  | Observations: *Who? When? Under what circumstances?* |
| 1. Understands teamwork and works with others |  |
| 1. Responds to customer needs |  |
| 1. Exercises leadership |  |
| 1. Negotiates to resolve conflicts |  |
| 1. Respects individual differences |  |

# Employability Skills Framework: Personal Qualities

# *Observing Effective Relationships*

*Observations of one student or a group of students*

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| Personal Qualities |  |
|  | Observations: *Who? When? Under what circumstances?* |
| 1. Demonstrates responsibility and self-discipline |  |
| 1. Adapts and shows flexibility |  |
| 1. Works independently |  |
| 1. Demonstrates a willingness to learn |  |
| 1. Demonstrates integrity |  |
| 1. Demonstrates professionalism |  |
| 1. Takes initiative |  |
| 1. Displays positive attitude and sense of self-worth |  |
| 1. Takes responsibility for professional growth |  |