



Identify Your Skills Through Success Stories

STEP #1: Think about an accomplishment that you are proud of and **enjoyed** achieving. It may be related to school (getting an A in a difficult class), work (being chosen as employee of the month), community (helping build a house through Habitat For Humanity), or personal (helping a friend or family member solve a problem).

Describe this accomplishment below. Be sure to address the following:

- steps you took to achieve this accomplishment
- hurdles or obstacles you had to overcome and how you got past them
- aspects that were most satisfying
- why this was an accomplishment for you

STEP #2: What skills did you use to accomplish this task successfully? Use the Skill Categories and Lists handout (found at www.uwm.edu/Dept/CDC/cdc_tools.html) to identify 10 transferable and/or personal/miscellaneous skills.

10 Transferable and/or Personal/Miscellaneous Skills

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STEP #3: Repeat this exercise with five accomplishment stories. Identify which skills are being used most often. Consider making an appointment with a CDC counselor to discuss how your skills relate to your own career development.