

College of Technology Career Readiness Skills

Engineering Technology and Skilled Trades

Employers look for the skills listed below when hiring new graduates. Use the descriptions as a reference to select which skills you feel you have developed. Meet with your academic advisor and faculty mentor to discuss which classes to take and other opportunities to strengthen areas where you are missing or need more experience.

Adaptability:

Develop the ability to adjust one's behavior, mindset, and approach in response to changing circumstances while maintaining productivity and effectiveness.

- Adjust quickly when plans or requirements change.
- Learn new tools, equipment, or software.
- Stay calm and productive when conditions change.

Career & Self-Development:

Advance your career through continuous learning, self-awareness, exploring opportunities, and networking.

- Explore careers in trades, engineering technology, or aviation.
- Identify strengths in hands-on work, problem solving, or technical skills.
- Use work or lab experiences to test interests.

Communication:

Clearly and effectively exchange information, ideas, facts, and perspectives with people inside and outside an organization.

- Communicate clearly with supervisors and coworkers.
- Listen actively and respond appropriately to instructions or feedback.
- Adapt communication for different audiences.

Critical Thinking:

Identify and respond to needs based on an understanding of situational context and a logical analysis of relevant information.

- Analyze equipment readings or jobsite information before acting.
- Evaluate evidence before choosing a solution.
- Consider safety and performance before making decisions.

Leadership:

Recognize and use personal and team strengths to achieve shared goals and support positive outcomes.

- Take initiative to improve work processes or safety.
- Support others by being dependable and accountable.
- Help organize tasks and keep work moving.

Professionalism:

Exhibit strong work habits, adapt to different organizational environments, and act in the best interest of the workplace and community.

- Meet deadlines and follow through on commitments.
- Act with integrity in academic and workplace settings.
- Adapt to different shop or workplace expectations.

Teamwork:

Build and maintain collaborative relationships to work effectively toward common goals while appreciating diverse viewpoints and shared responsibilities.

- Collaborate effectively with crews or classmates.
- Take responsibility for your assigned tasks.
- Respect different viewpoints and use them to improve outcomes.

Technology:

Understand and leverage technologies ethically to enhance efficiencies, complete tasks, and accomplish goals.

- Use technical software and equipment effectively.
- Evaluate digital information for accuracy and relevance.
- Use technology responsibly and ethically.