The SkillsUSA career-ready student demonstrates and applies each of the Essential Elements.

**Computer and Technology Literacy**
- Using technology in effective, appropriate, and innovative ways

**Job-Specific Skills**
- Identifying, developing, and implementing unique knowledge and skills required by a specific job

**Safety and Health**
- Following workplace health, wellness, financial, and safety guidelines

**Service Orientation**
- Meeting the needs of internal and external customers in respectful and effective ways

**Professional Development**
- Engaging intentionally in learning experiences that contribute positively to career path progression

**Technical Skills**
- Grounded in Academics

**Personal Skills**
- **Communication**
  - Sending and receiving clear messages

  **Decision Making**
  - Using information and processes to problem-solve and make choices

  **Teamwork**
  - Working with others to achieve a common goal

  **Multicultural Sensitivity and Awareness**
  - Respecting all people and cultures by fostering appropriate and respectful relationships and interactions

  **Planning, Organizing, and Management**
  - Designing and implementing processes to complete projects and tasks at established standards of quality

  **Leadership**
  - Influencing the hearts, minds, and actions of others

**Workplace Skills**
- **Integrity**
  - Doing the right thing in a reliable way

  **Work Ethic**
  - Being committed to punctuality, meeting deadlines, and following established policies and procedures to get work done

  **Professionalism**
  - Behaving in alignment with workplace standards to display a positive image

  **Responsibility**
  - Taking ownership of one’s work performance, behavior, and actions

  **Adaptability/Flexibility**
  - Embracing change and fostering creativity, being resilient

  **Self-Motivation**
  - Exuding a passion for life and career

  **Planning, Organizing, and Management**
  - Designing and implementing processes to complete projects and tasks at established standards of quality