

# The Blueprint for Career Readiness

## The SkillsUSA Framework



The SkillsUSA career-ready student demonstrates each of the **17 essential elements** described below.

### Personal Skills

<p><b>INTEGRITY</b></p>  <p>Doing the right thing in a reliable way.</p>	<p><b>WORK ETHIC</b></p>  <p>Doing what it takes to get the work done right.</p>	<p><b>PROFESSIONALISM</b></p>  <p>Behaving in alignment with workplace standards.</p>	<p><b>RESPONSIBILITY</b></p>  <p>Taking ownership of your work, behavior and actions.</p>	<p><b>ADAPTABILITY/FLEXIBILITY</b></p>  <p>Embracing change and fostering creativity.</p>	<p><b>SELF-MOTIVATION</b></p>  <p>Exhibiting a passion for life and career.</p>
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### Workplace Skills

<p><b>COMMUNICATION</b></p>  <p>Sending and receiving clear messages.</p>	<p><b>DECISION MAKING</b></p>  <p>Analyzing information to problem-solve and make choices.</p>	<p><b>TEAMWORK</b></p>  <p>Working with others to achieve a common good.</p>	<p><b>MULTICULTURAL SENSITIVITY AND AWARENESS</b></p>  <p>Exhibiting respect and empathy for everyone.</p>	<p><b>PLANNING, ORGANIZING AND MANAGEMENT</b></p>  <p>Building the processes to complete tasks successfully.</p>	<p><b>LEADERSHIP</b></p>  <p>Influencing the hearts, minds and actions of others.</p>
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### Technical Skills

<p><b>COMPUTER TECHNOLOGY AND LITERACY</b></p>  <p>Using technology in effective, appropriate and innovative ways.</p>	<p><b>JOB SPECIFIC SKILLS</b></p>  <p>Developing the knowledge and skills a job requires.</p>	<p><b>SAFETY AND HEALTH</b></p>  <p>Following workplace health and safety guidelines.</p>	<p><b>SERVICE ORIENTATION</b></p>  <p>Effectively meeting the needs of customers.</p>	<p><b>PROFESSIONAL DEVELOPMENT</b></p>  <p>Engaging in continual learning.</p>
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Scan the code to learn more about the SkillsUSA Framework

