

Step 2: Out of all the skills you listed above, what are the ones that you are great at **AND** you enjoy the most. List your top skills below.

(Note: just because you are good at something doesn't necessarily mean you enjoy it)

Step 3: Finally, print out as many job descriptions for the job you are interested in pursuing. Highlight or check ✓ the skills/qualifications that match what you currently have. Highlight or X the ones that you don't currently have or feel you would need to obtain. Make sure you review several descriptions for the same job title to get a full picture of what the job will entail.

This exercise will help bring clarity in knowing what skills you can transfer to a new job and what you may need to work on before you make a move.

Need more help or want to dig in deeper?
Book a complimentary career plan consultation.



Book by sending me an email at Shawna@GemmellCo.com

or

on my website:

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