Strengths

Often times an employer will ask you what your strengths are. You may ask yourself, “What are strengths?” Strengths are the skills and things that you do well. You may feel uncomfortable talking about things that you do well to a potential employer; however, it is important to discuss your strengths in job interviews so you can stand out from other applicants.

Directions: Look at the list of strengths below. Check all the strengths you think apply to you and include as many as you can. Add any others you can think of.

- Ability to See Alternatives
- Can Be Trusted
- Can Use Office Software
- Cooperative
- Creative
- Dependable
- Do Accurate, Quality Work
- Energetic, Enthusiastic
- Experience in Specific Service (i.e. Food, Cleaning, etc.)
- Experience Managing Budgets, Schedules, etc.
- Experience Working with Specific Tools and Equipment
- Flexible
- Fluent in More Than One Language
- Follows Directions Well
- Friendly
- Good Communication Skills
- Good Sense of Humor
- Hard and Fast Worker
- Honest
- Kind
- Leads Groups, Teams
- Learn Quickly
- Like Responsibility
- Multicultural
- Neat Appearance
- Neat Work Habits
- Polite
- Positive Attitude
- Problem Solving
- Productive
- Punctual
- Rarely Gets Angry
- Understand Plans and Strategies
- Willing to Learn
- Willing to Work Overtime
- Work Without Constant Supervision
- Works Well Under Pressure
- Works Well With Others
- Other: ____________________________
- Other: ____________________________
- Other: ____________________________

Next, Use the space on the following page to help you think about how to talk about your strengths with employers.
Directions: Think about the strengths you listed on the previous page. On the lines provided below, write down three of these strengths that you could share during a job interview. Then, briefly explain ways you have used or demonstrated each quality. Potential employers want to hear how you have applied and succeeded with your strengths. By giving concrete examples you are showing and demonstrating your character.

1. ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________

2. ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________

3. ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________

Next Steps:
- Learn how soft skills can make you a better employee: www.iseek.org/exoffenders/assess-yourself/soft-skills.html
- Think of ways to develop new skills and strengths: www.iseek.org/exoffenders/expand-skills/develop-skills.html