

Employability Skills Self-Assessment Part 2: Teamwork Skills

Employers want people who can work with others

- ▶ in a team
- ▶ to contribute to the organizations' goals
- ▶ to achieve team results
- ▶ and respect their thoughts and opinions

These are your Teamwork Skills.

Check the most appropriate answer:

1. In your work, do you make an effort to understand and contribute to the goals of the school?
a) Sometimes _____
b) Never _____
c) Always _____
2. Working in a group
a) makes me nervous _____
b) helps me to get the job done _____
c) never works _____
3. When you work with a group, do you find it hard when you can't do things your own way?
a) Sometimes _____
b) Never _____
c) Always _____
4. Can you plan and make decisions with others?
a) Most of the time _____
b) Sometimes _____
c) Never _____
5. Do you respect the thoughts and opinions of others?
a) It depends _____
b) Always _____
c) Usually _____
6. Do you mind when other people offer you their ideas of how to solve a problem or take on a task?
a) No, I like it _____
b) It depends _____
c) I would rather figure it out by myself _____
7. Are you comfortable asking others for help and advice?
a) Most of the time _____
b) If I know them _____
c) Never _____
8. Would you like to take charge of a group of people, if they are working on something you know a lot about?
a) I'd rather not, but I will _____
b) I couldn't _____
c) Absolutely _____
9. Do you think others see you as someone they can turn to for help or advice?
a) I don't know _____
b) Yes _____
c) No _____
10. If you had a problem with a task and you knew a fellow student had the answer, would you ask him/her for help?
a) Always _____
b) Never _____
c) Sometimes _____