



Career Connection

The Ohio State University
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www.ccs.ohio-state.edu/career-connection

Core Skills Employers Want

A college degree is increasingly necessary if one wants to land a good job, but that doesn't mean that a degree alone will cause employers to come knocking! Employers in a variety of industries, in private and public sectors, want more than a degree—they want people with skills! So, take a look at some of the skills that will increase your attractiveness on the job market, then talk to a career counselor to find out how you can get started.

Research Design and Data Analysis

- hypothesis development
- questionnaire/scale construction and understanding of reliability and validity concepts
- data collection
- qualitative and quantitative research methods (descriptive/inferential and bivariate/multivariate statistics)
- visual data presentation tools—graphs and charts

General Business

- accounting, finance, management

Computer Applications

- spreadsheet, statistical software, PowerPoint

Information-Gathering

- Internet, library, and information services (e.g., LexisNexis, PsychInfo)

Judgment, Decision-Making, and Problem-Solving

- anticipation and early identification of problems
- thoughtful question-asking
- ability to assess situations and people
- general problem-solving—assessing a concern and generating creative but practical solutions

Core Liberal Arts

- written communication—ability to write concise, intelligent, error-free work for various audiences
- creativity, critical thinking, and theoretical thinking

Evidence-Based Interpersonal

- robust social skills
- leadership, influence/persuasion, public speaking
- relationship-building and teamwork experience

Generic Traits

- motivation and demonstrated work ethic
- demonstrated time and project management
- demonstrated adaptability and versatility
- positive attitude—this is assessed at all phases of the job campaign (cover letter, resume, interview)