

## Attributes Employers Seek on a Candidate's Resume

ATTRIBUTE	% OF RESPONDENTS
Problem-solving skills	82.9%
Ability to work in a team	82.9%
Communication skills (written)	80.3%
Leadership	72.6%
Strong work ethic	68.4%
Analytical/quantitative skills	67.5%
Communication skills (verbal)	67.5%
Initiative	67.5%
Detail-oriented	64.1%
Flexibility/adaptability	60.7%

*Source: Job Outlook 2018, National Association of Colleges and Employers*

The above chart is a representation of the top 10 attributes employers surveyed by the National Association of Colleges and Employers reported desirable in their candidates. The surveys were collected from NACE employer members from August 9, 2017 – October 2, 2017 with a 20.5% response rate (201 respondents).

***Students should be seeking opportunities to develop these attributes and work to be able to articulate them clearly on their resumes. These skills go beyond technical and academic knowledge, but encompass the transferable skills that a student needs to become professionally prepared and successful. Additional attributes sought by employers include:***

- Technical Skills
- Interpersonal Skills (relating well to others)
- Computer Skills
- Organizational Ability
- Strategic Planning Skills
- Creativity
- Friendly/Outgoing Personality & Tactfulness

Focus should also be directed to NACE's Career Readiness Competencies. Career readiness, as defined by NACE is: "Attainment and demonstration of requisite competencies that broadly prepare college graduates for a successful transition in to the workplace." Reiterating many of the above attributes employers are seeking, and including additional competencies and resources; more information can be found by visiting the NACE 'Career Readiness' Defined page: <http://www.naceweb.org/knowledge/career-readiness-competencies.aspx>.

For more information on the National Association of Colleges and Employers, please visit <http://www.naceweb.org/>.

*Information compiled from NACE (naceweb.org) and the Job Outlook 2018, NACE*