

# Top Qualities Employers Seek

Employers rate the importance of candidate qualities/skills on a 5-point scale, where 1=not at all important and 5=extremely important.

- 4.7 Communication skills (verbal and written)
- 4.7 Teamwork skills (works well with others)
- 4.6 Strong work ethic
- 4.4 Analytical skills
- 4.4 Flexibility/adaptability
- 4.4 Interpersonal skills (relates well with others)
- 4.4 Motivation/Initiative
- 4.3 Computer skills
- 4.1 Detail-oriented
- 4.1 Organizational skills
- 4.0 Leadership skills
- 4.0 Self-confidence
- 3.9 Well-mannered/polite
- 3.8 Friendly/outgoing personality
- 3.8 Tactfulness
- 3.6 Creativity
- 3.5 GPA (3.0 or better)
- 3.2 Entrepreneurial skills/risk-taker
- 3.2 Sense of humor

## What College Candidates Lack...

Ironically, communication skills not only top employers' list of most-desired skills, but also their list of the skills most lacking in new college graduates.

Many employers reported that students have trouble with grammar, can't write, and lack presentation skills. Poor communication skills are often evident in the interview, where students are unable to articulate, as one employer said, "how what they have done relates to/contributes to the position" they are seeking.

From: NACE Research: Job Outlook 2006, p. 18