

<h2>Essential Skills Assessment</h2>	This essential skill is a strength of mine. I already do this pretty well.	This essential skill is a weakness of mine. I need to work on it.	I need to learn more about this skill. I'm not sure if I'm good at it or not.	Record examples of when you demonstrated this skill or possible ways to strengthen it.
I am organized.				
When facing change, I can be flexible.				
I prioritize and plan my tasks so that I meet deadlines.				
I am good at influencing others or being a leader in a group when it is needed.				
When under pressure, I am able to stay calm and focused on the task at hand.				
I generally have a positive attitude. I am pleasant to be around.				
I have a strong work ethic, even when no one is looking over my shoulder to be sure I'm doing the right thing.				
When someone points out a weakness of mine, I use the information to improve myself without being negative to that person.				
When facing a challenge, if I have done everything I can do and still don't have a solution, I find the person who can help me and I ask for help.				
Regardless of how my own day is going, I remain polite to those around me, using "please," "thank you," and "I apologize" as necessary.				