

Attributes of a CentreREADY worker



Centre County employers have identified the following skills as **essential** for fueling a **21st century workforce**, and for their employees to possess:

Work Ethic

Punctuality, time management, productivity, pride in work, commitment to a job done well

Communication *written/ verbal/ interpersonal*

Ability to articulate thoughts or ideas clearly, succinctly, effectively and appropriately

Tactfulness/ Manners

Emotional maturity; ability to treat people with respect, courtesy and consideration, especially in difficult situations

Critical Thinking/ Problem Solving

Ability to exercise sound reasoning to analyze issues, make decisions, and overcome problems as they arise

Team Work

Ability to build relationships with colleagues and customers with diverse viewpoints; apply individual skills toward a common goal; and balance individual needs with the organizational need to perform as a unit

Understanding Supervision/ World of Work

Respect for and understanding of the organizational mission; the 'chain of command' within the workplace; accepting final decisions made by supervisors



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