

HARD SKILLS VS. SOFT SKILLS

Hard Skills

Specific, measurable abilities and knowledge that are learned and can be applied to a job or task. They are often technical and job-specific, and are acquired through education and experience.

Soft Skills

Personal attributes that help people interact with others and are considered important for work readiness.

Data Analyst

- Data Visualization
- Machine Learning
- SQL
- Microsoft Office Suite
- R Programming Language

- Communication
- Problem-Solving
- Research
- Collaboration
- Attentive

Teacher

- Computer Skills
- Curriculum Planning
- Classroom Management
- Collaboration/Teamwork
- Language

- Communication
- Adaptability
- Leadership
- Emotional Intelligence

Copy Editor

- Copy Editing
- WordPress
- Digital Publishing
- Proofreading

- Creativity
- Attentive
- Problem-Solving
- Resilient

Mechanic

- Engine Repair
- Vehicle Diagnostics
- Electrical Systems
- Technical Aptitude
- Analytics

- Problem-Solving
- Teamwork
- Communication
- Organization
- Customer Service

Nurse

- Patient Assessment
- CPR/BLS
- Technology
- Managing Infusions
- Patient Safety

- Communication
- Compassion/Empathy
- Time Management
- Teamwork
- Problem-Solving