

**TO COMPLETE: Skills Audit Part 1**

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| --- | --- | --- | --- | --- |
| **Skill**  | **Evidence demonstrating successful use of the skill**(include examples from your education, work experience and interests)  | **Current Evidence Rating** (1=weak | 2=reasonable | 3=strong)  | **Importance for development**1=low | 2=medium3=high  | **Notes: actions and timescales to develop skill**(Add these to your SMART goal plans) |
| **Communication** | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| **Leadership** | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| **Problem solving** | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| **Planning and organisation** | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| **Digital** | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |

**TO COMPLETE: Skills Audit Part 2**

|  |  |  |  |  |
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| **Skill** (add skills important to you) | **Evidence demonstrating successful use of the skill**(include examples from your education, work experience and interests) | **Current Evidence Rating** (1=weak | 2=reasonable | 3=strong) | **Importance for development**1=low | 2=medium3=high | **Notes: actions and timescales to develop skill**(Add these to your SMART goal plans)  |
| Click or tap here to enter text. | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | **1** [ ]  **2** [ ]  **3** [ ]  | **1** [ ]  **2** [ ]  **3** [ ]  | Click or tap here to enter text. |