

GET SKILLS. GET HIRED.

# SKILLS = SUCCESS

IT'S NOT ENOUGH JUST TO GET A COLLEGE DEGREE. YOU NEED SKILLS. THE KINDS OF SKILLS THAT EMPLOYERS HAVE TOLD US ARE ESSENTIAL FOR NEW HIRES. THESE ARE THE TOP FIVE SKILLS THAT UNM CAN HELP YOU TO ACQUIRE:

## PROFESSIONALISM

*/ prə • fesh ə nul • iz əm /*

Behaving with integrity and initiative, meeting responsibilities, recognizing workplace expectations, being punctual and accepting responsibility for one's own actions.

## COLLABORATION

*/ kə • lab ə • rā shən /*

Successfully working with colleagues or outside personnel to achieve a goal within an organization or collective project.

## RESEARCH & ASSESSMENT

*/ rē • sərch and ə • ses mənt /*

Gathering data and facts for the advancement of organization goals; analyzing said information to articulate results and impacts.

## CRITICAL THINKING

*/ •krit i kəl • thing king /*

Engaging in reflective and independent thinking, understanding links between ideas and concepts, recognizing flaws in reasoning and approaching problems in systematic ways.

## EFFECTIVE COMMUNICATION

*/ i • fek tiv kə myōn ə • kā shən /*

Exchanging information, both verbal and non-verbal, within an organization as well as adapting communication styles to be effective within various types of context and situations.

# #UNM5

 **UNM** | Office of Career Services

To find out how you can gain an edge in the hiring process, go to



[career.unm.edu](https://career.unm.edu)

