

Attributes employers seek on a candidate's resume

Attribute	Percent	Attribute	Percent
Ability to work in a team	78.0%	Interpersonal skills (relates well to others)	58.3%
Problem-solving skills	77.3%	Technical skills	56.8%
Communication skills (written)	75.0%	Computer skills	49.2%
Strong work ethic	72.0%	Organizational ability	47.7%
Communication skills (verbal)	70.5%	Strategic planning skills	37.9%
Leadership	68.9%	Friendly/outgoing personality	25.8%
Initiative	65.9%	Tactfulness	25.8%
Analytical/quantitative skills	64.4%	Creativity	21.2%
Flexibility/adaptability	63.6%	Entrepreneurial skills/risk-taker	19.7%
Detail-oriented	62.1%		

Influence of attributes

Attribute	Avg Influence Rating*
Major	4.0
Has held a leadership position	3.9
Has been involved in extracurricular activities (clubs, sports, student government, etc.)	3.6
High GPA (3.0 or above)	3.6
School attended	2.9
Has done volunteer work	2.6
Is fluent in a foreign language	2.1
Has studied abroad	2.0
*5-point scale, where 1=Not important; 2=Not very important; 3=Somewhat important; 4=Very important; and 5=Extremely important	

Employers rate the essential need of career readiness competencies

Competencies	Avg Rating*
Critical Thinking/Problem Solving	4.58
Professionalism/Work Ethic	4.56
Oral/Written Communications	4.43
Teamwork/Collaboration	4.43
Leadership	3.86
Information Technology Application	3.78
Career Management	3.47
Global/Multicultural Fluency	2.85
*5-point scale, where 1=Not essential; 2=Not very essential; 3=Somewhat essential; 4=Essential; and 5=Absolutely essential	

2017 Job Outlook, [The National Association of Colleges and Employers](#).