

SKILL SCORECARD

Name: **MD Azman Ahmed**
 Location: **Dhaka, Dhaka**
 Institute Name: **Enhancing Digital Government and Economy-EDGE (BCC)**

Course: **Employability Skills – Wadhvani Foundation**
 Completion Date: **22 Sep, '24**
 Score: **87 %**

COMPETENCY	SCORE	KEY SKILLS
Effective Speaking and Listening Skills	90%	Give and Seek Opinions Effectively Workplace Conversations Active Listening
Impactful Writing Skills	90%	Constructing Meaningful Sentences Describe Experiences Effective Purposeful Writing
Self-Presentation	80%	Making a Great First Impression Non-verbal Communication Group Discussions
Self-Management	100%	Emotional Intelligence Self-awareness & Growth Mindset Time and Stress Management
Interpersonal Skills	90%	Teamwork and Networking Conflict Management Gaining Acceptance and Negotiating
Problem Solving & Innovation	100%	Critical Thinking Decision Making Creative Thinking
Professionalism	80%	Adaptivity Quality and Result Orientation Workplace Awareness
Customer Centricity	100%	Customer-focused Mindset Customer Lifecycle Customer Relationship Management
Work Productivity Tools	80%	Computer Fundamentals Microsoft Suite Essentials Effective Information Search Online
Online Communication & Data Security	90%	Online Meetings & Communication Internet Safety Organizational Data Security
Safety Practices	100%	Basic First-Aid Safety Awareness Maintaining Health and Environment
Financial Literacy	90%	Banking Basics Money Management Financial Concepts
Start-up Mindset	90%	Who is an Entrepreneur? Establish Startup Mission and Vision Leadership and Ownership
Introduction to Entrepreneurship	90%	Types of Enterprises Business Planning and Marketing Business Accounting
Obtain an Appropriate Job	93%	Job Search Skills Developing your Resume Excelling through Interviews

0 – 69% Needs Improvement

70 – 79% Proficient

80–100% Highly Proficient

Note to Employer

The Wadhvani Foundation's Employability Skills course addresses 15 essential competencies required by employers. For more details, visit <https://bit.ly/WFskills> MD's skill scores are based on skill-specific assessments. MD also received **80%** on the summative assessment, which contributed to the total score. **A minimum of 70% total score is required to pass this course.**