

Your Marketable Skills

The categories below are general skills that appear on many job descriptions. Think of projects you have done that demonstrate your skill in this area and write a few keywords on the line to remind yourself of the project or task. You will need this for STARS next.

Keep in mind that these examples should be recent, should focus on your technical skills and knowledge (with a few exceptions), and should be positive (even if it's about a problem or challenge).

Questions about these skills will often start with "Tell me about a time when...", "Can you give me an example of...?", "Describe a time when..." and you will use the STAR Framework on the next page to answer them.

1. **Teamwork/Collaboration**-Did you work with another team? Did you help a team member who was struggling with work? What did you do and what did you learn?
Yes, in my last job, I worked in some projects in different teams, so when I was in my last project, people from the previous projects used to ask me for help to understand the business. I explained the doubts to them
2. **Creative Problem Solving**-Have you come up with a creative solution to a technical problem?
Once the server broke down, my team analyzed the process and we found nested loop. I talked to my supervisor and told him let me rewrite the algorithm using lambda expressions.
3. **Communication**-Your ability to communicate with your team, clients, different departments?
(This is evaluated throughout your interview)
In my last project, I was the team leader so I had to talk to the clients, team members and manager
4. **Technology**-You could be asked about any technology on a job description. Know how you will answer questions about HOW you used them.
5. **Initiative**-Did you come up with a better way of doing something? Did you see a problem and think "I can fix that?"
Once the server broke down, my team analyzed the process and we found nested loop. I talked to my supervisor and told him let me rewrite the algorithm using lambda expressions.
6. **Learning a new technology**-This needs to be recent and something you have used in a project.
In one project, the client used to ask several changes, so we decided to put configurable data out of the project. We used Drools Technology, so I had to learn how it works.
7. **Work with clients**-What type of contact did you have with clients? Did you meet daily, weekly? Phone, email, in person? The client can also be an internal one as well.
When I was team leader, my communication was daily by phone and email.
8. **Adaptability**-Did a client change requirement's in the middle of a project? How did you handle this?
In one project, the client used to ask several changes, so we decided to put configurable data out of the project. We used Drools Technology, so I had to learn how it works.
9. **Leadership/Mentoring**-Did you help new team members? Did you help with training?
When I was team leader, one of my tasks was to explain the business and technology for the project to the new members.
10. **Conflict Resolution**-Did you have a hard time working with someone? Did other team members have a conflict? How did you handle this?
In my last project, I was team leader so I had to assigned tasks for team members, but one of them did not want to do the tasks, we had some problems, so one day, we went to talk outside, at the end, we were fine and started working fine.
11. Pick a requirement from the job description and give an example of when you demonstrated it below:
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