**Revised Job Skills & Competencies**

**Job Skills**

* Business Analysis
* Project Management
* Business Process
* SQL
* Budgeting
* Customer service skill
* Scheduling
* Process Involvement
* Fluency with Microsoft Excel
* Fluency with Microsoft Office
* Fluency with Microsoft Powerpoint
* Fluency with Microsoft Visio

**Competencies**

* Effectively oral communication
* Effectively written communication
* Critical thinking/analytical reasoning
* Critical thinking/problem solving
* Ethical Judgement and decision-making
* Ability to work collaboratively in teams
* Ability to plan and execute a project
* Professionalism/organization, work independently, prioritize & manage time
* Professionalism/Self-motivation, initiative taking, proactive: ideas/solutions
* Can apply knowledge/skills in appropriate settings
* Can research, find, and organize information from many sources
* Can evaluate, analyze, and synthesize information from many sources
* Work with people from different backgrounds/cultures
* Able to innovate and be creative
* Fluency with digital technology
* Ability to work with data, numbers and statistics
* Proficiency in a language other than English
* Global/Intercultural Fluency