



TEAMWORK SKILLS

Teamwork is a skill that is highly valued in the workplace. Providing real-life evidence of teamwork skills on your CV or in an interview would be extremely beneficial.

This activity will help you to identify times you have worked well as a part of a team, so that you can provide real-life evidence of your skills for your CV.

Think about some of the activities you have been involved in such as: volunteering or charity work, being on a sporting team, on a committee, playing in a band or orchestra, on a quiz team or even doing a group assignment at school. Then think about some of the skills you used in these activities: listening, sharing, participating, persuading...

Now answer the following.

Think about the times and the activities where you have worked as a part of a team. Make a list of these.

Have these activities worked well or been successful? Explain the reasons they have or may not have worked well.

Think about the skills you used in these activities, and the skills you acquired. Make a list of those skills.

What do you think are the benefits and/or pitfalls of teamwork?

Write down evidence of your teamwork skills that you can add to your CV.
