

Know Your Needs Worksheet

I have a hard time with these hard work skills:

- _____
- _____
- _____
- _____
- _____
- _____

Examples: Cleaning or restocking

Example: I have a hard time ringing a customer because I cannot read busy cashier screens.

I have a hard time with these soft work skills:

- Communication
- Problem solving
- Professionalism
- Teamwork
- Time Management
- Attitude
- Dependability
- Stamina

Example: I have a hard time with communication because I interrupt others while they are speaking.