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| --- | --- | --- | --- | --- |
| **Transferable skills** | | | | |
| Achieving  Acting  Adapting  Addressing  Administering  Advising  Analyzing  Anticipating  Arbitrating  Arranging  Ascertaining  Assembling  Assessing  Attaining  Auditing  Budgeting  Building  Calculating  Charting  Checking  Classifying  Coaching  Collecting  Communicating  Compiling  Completing  Composing  Computing  Conceptualizing  Conducting  Conserving  Consolidating  Constructing  Controlling  Coordinating  Coping  Counselling  Creating  Deciding  Defining  Delivering  Designing  Detailing  Detecting  Determining  Developing  Devising  Diagnosing  Digging  Directing | Discovering  Dispensing  Displaying  Disproving  Dissecting  Distributing  Diverting  Dramatizing  Drawing  Driving  Editing  Eliminating  Empathizing  Enforcing  Establishing  Estimating  Evaluating  Examining  Expanding  Experimenting  Explaining  Expressing  Extracting  Filing  Financing  Fixing  Following  Formulating  Founding  Gathering  Generating  Getting  Giving  Guiding  Heading  Helping  Hypothesizing  Identifying  Illustrating  Imagining  Implementing  Improving  Improvising  Increasing  Influencing  Informing  Initiating  Innovating  Inspecting  Inspiring | Installing  Instituting  Instructing  Integrating  Interpreting  Interviewing  Intuiting  Inventing  Inventorying  Investigating  Judging  Keeping  Leading  Learning  Lecturing  Lifting  Listening  Logging  Maintaining  Making  Managing  Manipulating  Mediating  Meeting  Memorizing  Mentoring  Modeling  Monitoring  Motivating  Navigating  Negotiating  Observing  Obtaining  Offering  Operating  Ordering  Organising  Originating  Overseeing  Painting  Perceiving  Performing  Persuading  Photographing  Piloting  Planning  Playing  Predicting  Preparing  Prescribing | Presenting  Printing  Problem solving  Processing  Producing  Programming  Projecting  Promoting  Proof-reading  Protecting  Providing  Publicizing  Purchasing  Questioning  Raising  Reading  Realizing  Reasoning  Receiving  Recommending  Reconciling  Recording  Recruiting  Reducing  Referring  Rehabilitating  Relating  Remembering  Rendering  Repairing  Reporting  Representing  Researching  Resolving  Responding  Responsibility, having  Restoring  Retrieving  Reviewing  Risking  Scheduling  Selecting  Selling  Sensing  Separating  Serving  Setting  Setting-up  Sewing  Shaping | Sharing  Showing  Singing  Sketching  Solving  Sorting  Speaking  Studying  Summarizing  Supervising  Supplying  Symbolizing  Synergizing  Synthesizing  Systematizing  Taking instructions  Talking  Teaching  Team-building  Telling  Tending  Testing & proving  Training  Transcribing  Translating  Travelling  Treating  Trouble-shooting  Tutoring  Typing  Umpiring  Understanding  Understudying  Undertaking  Unifying  Uniting  Upgrading  Using  Utilizing  Verbalising  Washing  Weighing  Winning  Working  Writing |