**3.3. PRACTICAL ASSIGNMENT**

**General competences**

**Objective.** To identify and assess your general competences in order not only to assess your strengths and weaknesses, but also to identify priority areas for further competence development and career progression.

**What needs to be done?**

Here is a list of important generic competences. Read the title of each competency carefully and reflect on how well you have mastered it. Rate each competence on a 10-point scale: write 10 if you think you have mastered the competence well and 0 if you do not have the competence at all. If you feel that the list is incomplete, please add any missing generic competences that you feel are important.

In each "Justification" column, please provide one specific example from your own experience that could support your assessment. These examples will help you to better understand your level of competence and identify areas for improvement.

List of generic competences

|  |  |  |
| --- | --- | --- |
| Competence | Evaluation | Justification |
| Ability to analyse and summarise |  |  |
| Ability to plan and organise |  |  |
| Basic general knowledge (general level of literacy) |  |  |
| Key professional knowledge |  |  |
| Knowledge of the linguistic and written national language |  |  |
| Knowledge of foreign languages |  |  |
| Basic computer skills |  |  |
| Research skills |  |  |
| Ability to learn |  |  |
| Information management skills |  |  |
| Ability to judge yourself and others objectively |  |  |
| Adaptability to new situations |  |  |
| Ability to generate new ideas (creativity) |  |  |
| Ability to solve problems |  |  |
| Ability to take decisions |  |  |
| Ability to work in a team |  |  |
| Interpersonal communication skills |  |  |
| Leadership skills |  |  |
| Ability to work in a multidisciplinary team |  |  |
| Ability to liaise with experts in other fields |  |  |
| Cultural and other forms of tolerance |  |  |
| Ability to work at international level |  |  |
| Understanding your own and other countries' cultures and customs |  |  |
| Ability to work independently |  |  |
| Project development and management skills |  |  |
| Ability to be proactive and entrepreneurial |  |  |
| Ability to uphold general moral principles |  |  |
| Prioritising quality |  |  |
| Striving for success |  |  |
| Other |  |  |
| Other |  |  |
| Other |  |  |

**Think about it:**

*Which of these competences do you think are most important for your career?*

*What are the best ways to develop each of these competences?*

*How and where could you develop or acquire the missing competences ?*