

# Common Skills Needed in Most Career Clusters

People must:

- Get along well with others and, possibly, work well in teams
- Think critically and be able to solve problems, including creative thinking
- Communicate well with others - written and verbal
- Manage time well and get jobs done on time
- Have good organizational skills
- Have a good work ethic - pay attention to detail and do quality work
- Have technology skills and be willing to learn new technology
- Demonstrate good attendance and be on time
- Read well and understand what is read
- Have basic math and science skills, as a minimum

## 16 National Career Clusters

1. Agriculture, Food & Natural Resources
2. Architecture & Construction
3. Arts, A/V Technology & Communications
4. Business, Management & Administration
5. Education & Training
6. Finance
7. Government & Public Administration
8. Health Science
9. Hospitality & Tourism
10. Human Services
11. Information Technology
12. Law, Public Safety, Corrections & Security
13. Manufacturing
14. Marketing, Sales & Service
15. Science, Technology, Engineering & Mathematics
16. Transportation, Distribution & Logistics