Exercise: Translate your academic skills into skills for non-academic jobs.

Your PhD is valuable, even if you leave Academia

What the job description says	What it means	Where it is on your CV
Project management experience	Can you manage a project (or multiple projects at the same time)?	Research project details, list of research projects
Strong time management skills	Can you manage multiple (different) aspects of your job at the same time?	Research project with overlapping dates with other tasks (teaching) Meeting deadlines
Excellent communication skills	Can you translate complex work into everyday language for a specific target audience?	List of talks, publications, posters Teaching experience
Good team player	Can you work with people of different or similar backgrounds?	Evidence of collaboration (e.g. variety of authors on paper)
Leadership experience	Can you manage and lead a number of persons?	Teaching a (large) number of students Organisation of meeting/group project Chairing a conference session

Table after Alaina Talboy , Design Researcher,
https://www.microsoft.com/en-us/research/blog/five-ways-your-academic-research-skills-transfer-to-industry/
and Shawn Warner-Garcia Assistant Director of Professional Development UCSB Graduate Division,
https://beyondacademiaucsb.org/wp-content/uploads/2018/03/Transferable-Skills_March-2018.pdf

What the job description says	What it means	Where it is on your CV
Analytical thinker	Can you understand complex systems?	Your degree
Creative person	Can you think of and craft a persuasive argument?	Research project (research outcome not as expected?)
Problem solver	Can you evaluate information from all sides/perspectives, and can you identify and offer the best solution or argument?	Reviewing papers, publications
Entrepreneurial and Self-Management Skills	Can you work effectively (with little supervision) under pressure to meet deadlines? Are you self-disciplined?	Research means tackling complicated problems or projects independently
Strong organisational skills	Can you plan, prepare and complete project timelines and meet deadlines consistently? Can you identify goals?	Teaching experience (preparing slides, public speaking, grading) Research project from idea to thesis (with deadlines)
Experience in information management	Can you identify sources of information and understand large data sets? Can you design surveys/experiments?	Your research (experiments, observations, surveys, data)
	Can you acquire external funding?	(Helped with) effective grant proposals?