**Communication skills:**

Cross-cultural skills- I gained them through participation in international activities/ travels abroad/ meeting foreigners. I have visited England/ Italy/ France/…

I can communicate in English/ Russian fluently and in a clear manner.

Presentation skills- I can choose methods to give information, to present myself or my school in a positive manner. I gained this skill:

* when making presentations for English lessons/ cooking lessons, etc.,
* when presenting my school in competitions, exhibitions, local and national events

I can explain processes. I developed this skill in practical classes and seminars.

My written communication skills are good. I gained them through doing tasks in English classes / writing letters to pen-friends/ …

**Organizational skills**:

Organizational skills - I gained them through organizing school events.

Planning skills - I can organize time, resources and events. I use this skill in project work, doing my home tasks and organizing events.

Problem solving skill - I can find a solution to a problem using the available information, experience and resources.

Leadership - I can motivate and inspire peers when I coordinate a group or team work.

**Other skills**

Creative skills - I can modify the existing food products by adding new ingredients or additives. I can create new recipes. I gained this skill at Jelgava Secondary School of Crafts.

Cooking- I gained this skill through practical classes at school.

Analytical skills - I can assess situations or issues. I can analyze the market and the performance of a company. I use this skill in my professional work/ in lessons/ practical classes etc.

Research skills- I gained them through school projects or home tasks. I can collect and analyze data, write summaries and reports in Business Management, Social Sciences or Marketing.

Commercial skills- I developed these skills through my business activities.

Decision – making. I choose the best option by looking at various paths.

Self-awareness- I can identify my skills, interests and core strengths.

Influencing - Working on group projects I developed my skill to find new ways of carrying out professional or learning activities and to gain the agreement of others.

Initiative - I do not wait for somebody else to solve a problem. I do it myself.