



Upskill Your
Team without
Losing
Production Time
or Productivity

2022

Summer of Soft Skills

Online
or
In Person

One Hour
Per Day

22 Soft Skills

- Creativity & Innovation ~ Critical Thinking Skills
- Initiative & Self-Direction ~ Integrity
- Work Ethic
- Conflict Resolution
- Listening & Speaking
- Respect for Diversity
- Customer Service Orientation
- Teamwork
- Big Picture Thinking ~ Career & Life Management
- Continuous Learning & Adaptability
- Efficiency & Productivity
- Information Literacy ~ Information Security
- Information Technology
- Job-Specific Tools & Technology
- Mathematics
- Professionalism
- Reading & Writing
- Workplace Safety

Exceeding Expectations

- Upskilling for a New Era: designed for the 22 identified Commonwealth of Virginia Workplace Readiness Skills - *in our new business landscape*.
- Customized for client-centricity: both the organization *and* the employees.
- Our outstanding team of corporate trainers will engage your employees and deliver training designed for *immediate learning transfer*.

VIRGINIA WESTERN
**SCHOOL OF CAREER &
CORPORATE TRAINING**



(540) 857-6076



cct@viriniawestern.edu
or
rcook@viriniawestern.edu

Virginia Western School of Career & Corporate Training