

Skills Summary

Self-rating key

- 0 Heard of the product (doesn't really count)
- 1 Know what the product does (covered it in a college course or read about it in a magazine) and have seen a demonstration of the product (do not list this as a skill)
- 2-3 Use this product occasionally (basic functions; not a primary job responsibility), or have not used the product in the last year
- 4-5 Continue to use the product/skill on a daily basis
- 6-7 Can provide frontline support for the product
- 8 Have trained others on how to use the product
- 9 Am the person people turn to for help when they can't figure it out

Last Used Key

- <6 months
- 6-12 months
- 1-2 years
- 2+ years

Skill	Version	Self Rating	Years	Last Used
Hardware				
___ PC				
___ MAC				
___ Sun				
Operating Systems				
___ Windows				
___ DOS				
___ UNIX				
___ Linux				
___ IBM AIX				
___ Solaris				
Network Operating Systems				
___ NetWare				
___ Windows NT Server				
___ Windows 2000 Professional				
___ Windows XP				
___ UNIX				
Networking				
___ TCP/IP				
___ SSL				
___ SMTP				
___ SIP				
___ RTP				
___ DNS				
___ NIS				
___ NFS				

Skill	Version	Self Rating	Years	Last Used
___ Cisco IOS				
___ Legato				
___ EMC				
___ SMS				
___ Lotus Notes				
___ Lotus Script				
___ Cisco				
___ Netscape Enterprise Server				
___ OSPF				
___ BGP				
___ ISIS				
___ MPLS				
___ GRE				
___ Citrix Metaframe				
___ MS Exchange				
___ Novell Groupwise				
Web Development				
___ HTML				
___ DHTML				
___ ColdFusion				
___ ASP				
___ Java				
___ JavaScript				
___ VBScript				
___ XML				
___ IIS				
___ Commerce Server				
Development				
___ C++				
___ Visual C++				
___ VisualBasic				
___ XML				
___ Java				
___ Servlets				
___ Applets				
___ Active X				
___ MFC				
___ COM				
___ ADO				

Skill	Version	Self Rating	Years	Last Used
___ATL				
___SQL Server				
___CORBA				
___ASP				
___Interdev				
___VBScript				
___J2EE				
___WebLogic				
___Active Directory				
___Visual Studio				
___Microsoft .NET				
___BizTalk				
___COBOL				
___Perl				
___UNIX Shell Scripts				
___IBM WebSphere Application Server				
___WebSphere Studio				
___iPlanet Web Server				
___LDAP				
Web Designer/New Media				
___Allaire Homesite				
___HTML				
___Dream Weaver				
___PhotoShop				
___JavaScript				
___SMIL				
___RealText				
___RealPix				
___Flash				
___Frontpage				
___Adobe Illustrator				
___Macromedia Fireworks				
___Macromedia Flash				
___Macromedia Director				
Database Development				
___Oracle Database				

Skill	Version	Self Rating	Years	Last Used
___ RDBMS				
___ JBUILDER				
___ PL/SQL				
___ SQL *Plus				
___ SQL *Net				
___ DB2				
___ Visual FoxPro				
___ PowerBuilder				
___ JDBC				
___ Crystal Reports				
___ OLAP				
___ Informix				
___ ADO				
___ OLE DB				
___ Relational databases				
Telecom				
___ Octel				
___ PBX				
___ ISDN				
___ VoIP				
___ CTI				
___ IVR				
___ WAN				
___ Voice				
___ Video				
___ Definity				
___ Cable				
___ DSL				
___ IVR				
___ Mosaix				
___ Telephony systems				
Applications				
___ Windows 95/98				
___ Windows 2000				
___ Windows XP				
___ Office				

Skill	Version	Self Rating	Years	Last Used
___ Word				
___ Excel				
___ PowerPoint				
___ Access				
___ FrontPage				
___ Internet Explorer				
___ Netscape Communicator				
___ Lotus Notes				
___ WordPerfect				
___ ACT				
___ FileMaker				
___ GroupWise				
___ Microsoft Project				
___ QuickBooks				
___ Quattro				
Hardware				
___ Installation				
___ Troubleshooting				
___ Repair				
___ Maintenance				
___ PC support				
___ Remote administration				
Operating Systems				
___ Installation				
___ Troubleshooting				
___ End user training				
___ Beta test				
___ Rollout product				
___ Customer support				
___ Field service maintenance				
Network Operating Systems				
___ Administration				
___ Installation				
___ Supporting				
___ Planning				
___ Security administration				

Skill	Version	Self Rating	Years	Last Used
___ Configuration management				
___ User management				
___ Administer print services				
___ Security planning				
___ Protocol analysis				
___ Systems backup				
___ Security management				
___ System troubleshooting				
___ Login scripts				
___ Client configuration				
Networking				
___ Network cabling				
___ Router configuration				
___ WAN design				
___ Intranets				
___ Extranets				
Development				
___ User requirements gathering				
___ Flowcharting				
___ Product specifications				
___ Application development				
___ Interface design				
___ Product development				
___ Program debugging				
___ Quality assurance				
___ Program testing/analysis				
___ Developing algorithms				
___ Data storage techniques				
___ Logic structures				
___ Structure programming methodology				
___ Object oriented programming				
___ CPU memory addressing				
___ Client/server programming				
___ Event driven programming				
___ Advanced access programming				
___ OLE automation				

Skill	Version	Self Rating	Years	Last Used
___ ODBC integration				
___ Integration				
___ Dynamic data exchange				
___ System Analysis				
___ JAD				
Database Administration				
___ Transact SQL				
___ Server administration				
___ Database programming				
___ Performance and optimization techniques				
___ Transactions and record locking				
___ Database design				
___ Relational database design				
___ Database permissions				
___ Database migration				
___ Data analysis				
___ Report creation				
Web development				
___ Web page development				
___ Ecommerce				
___ Search Engines				
___ Website management				
Web design				
___ User interface development				
___ Graphic design				
___ Information architecting				
___ Web page development				
___ HTML development				
___ Scripting				
Applications				
___ Antivirus security management				
___ User support				
___ Installation				
___ Configuration				
___ Optimization				
___ Training				

Skill	Version	Self Rating	Years	Last Used
Help Desk				
___ Internal customer support				
___ Escalation support				
Technical writing				
___ Documentation				
___ Technical manual development				
___ User training				
___ Help support				
Engineering				
___ Resource planning				
___ Infrastructure design and planning				
___ IT planning				
___ LAN Architecture				
___ Software engineering/design				
___ Standards planning/compliance				
___ Integration				
___ Systems design				
Systems Analysis				
___ JAD				
___ Project management				
___ Team leader				
___ Developed system specifications				
___ Systems analysis life cycle				
Quality Assurance				
___ Product testing				
___ Scalability testing				
___ UI testing				
___ Quality control				
___ User assessment				
Management				
___ Departmental coordination				
___ Team lead				
___ Project management				
___ Contractor managing				
___ Project leader				
___ Quality Control				

Skill	Version	Self Rating	Years	Last Used
___ Resource allocation				
___ Scheduling				
___ Service level agreements				
___ Site supervision				
___ Product specifications				
___ Strategic planning				
___ Systems design				
___ Technical presentations				
___ Technical staff supervision				
___ Vendor management				
___ Budgeting				
___ Staff supervision				
___ Interfacing with upper management				
___ Asset management				