

Suggested Skills for Success

Business Path – Business

This career path focuses on Planning, organizing, directing, and evaluating business functions essential to efficient and productive business operations.



Programs

Business Ownership

Pre-Law & Legal Studies

Medical Office Management

Sports Management & Marketing

Career Expectations and Work Preferences

Career Expectations and Work Preferences	<ul style="list-style-type: none"> • Strong people skills/able to get along and talk with strangers (customer service) • Computer and keyboarding skills • Use technology to develop and share business information • Organize and enjoy planning events and activities • Independent worker as well as an interactive member of a group/team • May sit for extended periods of time • Creative thinker with entrepreneurial ideas • Attention to detail • May enjoy researching topics/ideas • Develop presentation skills
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Frequently Used Pathway Skills/Abilities/Strengths

Each career path has a specific set of skills/abilities that employees need for success in the industry. It is recommended that students have, are developing or can develop the skills/abilities listed below.

Sharpness of vision/hearing acuity	<ul style="list-style-type: none"> • Distinguish details/differences visually • Differentiate various sounds • Perceive distance/depth of objects in space
Communication	<ul style="list-style-type: none"> • Express/explain thoughts/ideas • Write/type/record information (use computer for communication) • Listen and communicate information in written/verbal manner • Follow multi-step instructions in sequence • Work with others/maintain professional relationships/use appropriate behaviors • Social communication (appropriate social media/workplace conversations)
Physical mobility/strength Eye-hand coordination/dexterity	<ul style="list-style-type: none"> • Sit/stand/walk for extended times (depending on work task) • Use office equipment accordingly • Keyboarding
Problem-solving/reasoning	<ul style="list-style-type: none"> • Follow sequenced activities accurately • Work with supervision and fade to independent work • Ask for help as needed to help build independence • Identify problems and try to solve it • Investigate career and business opportunities
Academic Strengths	<ul style="list-style-type: none"> • Math (basic operations, financial literacy, accounting) • Oral/written communication skills • Use Microsoft/Google

*The above was constructed from CT Supervisor and Instructor input and should be considered when exploring career-technical programs at MVCTC.
Note: Final acceptance, for admittance, for a student on an IEP will be determined after an IEP meeting is convened with a MVCTC representative in attendance.