

Hard Skill Examples for Resume

Automotive:

Diagnostic testing

Auto body repair

CDL

Proficiencies in HVAC systems

CAD

Metal working skills (welding)

Certified Mechanic

Electrical Engineering

Auto Estimation

ASE Certification

Health Services:

HIPAA Compliance

Insurance benefit entry

First Aid/ CPR Certified

CNA (Certified Nursing Assistant)

CMA (Certified Medical Assistant)

RN (Registered Nurse)

LPN (Licensed Practical Nurse)

Electronic Health Record Proficiency

Carpentry:

Power tool operation (drill, saws, grinders, nail gun, etc.)

OSHA Compliance

Blueprint reading

Scribing

Geometry/Statistic proficiency

Project Modeling

Building Systems

Graphic Design/Media:

Canva

Adobe Creative Suite

Digital Printing

Typography

UI/UX design

Web Design Basics (HTML/CSS)

Photography

Drone

Adobe Certified Professional

Economics/Business/HR:

Proficiency in Microsoft Suite

Statistical software proficiency (SPSS or R)

Data visualization tool proficiency (Tableau or Power BI)

Trade and exchange rates

Accounting

Financial modeling

Certifications (CBAP, PMP, CSCP, IIBA-AAC)

HRIS

ERP

Education:

Lesson planning

Special education knowledge (IEPs)

Language skills (Spanish, French, German, English, etc.)

Google classroom, Schoology, D2L proficiency etc.

Competence in Microsoft Suite (Word, Excel, PowerPoint) and Google Workspace (Docs, Sheets, Slides)

Human Services:

Crisis intervention

Motivational interviewing

Cognitive-Behavioral Theory

Maintaining confidentiality

Sciences /Research:

NMR

IR

PCR

Chromatography

Proficiency in Python or statistical software like SPSS or SAS

Biosafety protocols