**CAI Contact**

*Nicole Walker*

*PHONE:*

*EMAIL:*

<**Candidate Name**>

**Skills**

Please use this table to list the skills noted in the Required/Desired section of the requirement. In addition, please respond with the years of experience for each skill and the last time each skill was used. Add or delete rows as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Skill | Required/Desired | Years of Experience | Years Used | Last Used |
| • Demonstrated experience with IT project management | Required | 3 |  |  |
| • PMP certification preferred but not required | Highly desired | 2 |  |  |
| • Strong communication skills | Required | 3 |  |  |
| • Demonstrated Experience with Microsoft Project, Office 365 applications, including SharePoint, and MS Teams | Required | 3 |  |  |
| • Preferred: Visio | Highly desired | 1 |  |  |
| Familiar with the financial accounts | Highly desired | 1 |  |  |

Employment History