**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** | **years req** | **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 Team. | Required | 3 |  |  |
| • Preferred: Visio | Highly desired | 1 |  |  |
| Familiar with the financial accounts | Highly desired | 1 |  |  |
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