Appendix 2 : Transferable Skills

Name : (redacted)
Case ID# : (redacted)

DOT Code	Ioh Title	SVP
	Sales Representative, Door-To-Door	
	Sales Representative, Door-To-Door	2
	Laborer, Stores	2
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	Laborer, Stores	2 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
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SVP Typical Skills Associated With O*Net Transferable Skills Groups of Jobs in Client Work History

- 2 Explains products or services and prices and demonstrates use of products.
- 2 Writes orders for merchandise or enters order into computer.
- 2 Circulates among potential customers or travels...to deliver or sell merchandise or services.
- 2 Arranges buying party and solicits sponsorship of parties to sell merchandise.
- 2 Delivers merchandise, serves customer, collects money, and makes change.
- 2 Distributes product samples or literature that details products or services.
- 2 Maintains records of accounts and orders and develops prospect lists.
- 2 Orders or purchases supplies and stocks cart or stand.
- 2 Sets up and displays sample merchandise at parties or stands.
- 2 Contacts customers...to offer or persuade them to purchase merchandise or services.
- 2 Attaches slings, ropes, cables, or identification tags to objects, such as pipes, hoses, and bundles.
- 2 Carries or handtrucks supplies to work stations.
- 2 Loads and unloads items from machines, conveyors, and conveyance.
- 2 Breaks up defective products for reprocessing.
- 2 Mixes ingredients, according to formula.
- 2 Weighs raw materials for distribution.
- 2 Ties product in bundles for further processing or shipment, following prescribed procedure.
- 2 Threads ends...thread, cloth or lace through needles, rollers & around take-up tube.
- 2 Positions spout or chute of storage bin to fill containers, during processing.
- 2 Places product in equipment or on worksurface for further processing, inspecting, or wrapping.
- 2 Cuts or breaks flashing from materials or products.
- 2 Separates product according to weight, grade, size, and composition of material...
- 2 Folds parts of product and final product during processing.
- 2 Washes machines, equipment, vehicles and products, such as prints, rugs, and table linens.
- 2 Counts finished product to determine completion of production order.
- 2 Inserts parts into partial assembly, during various stages of assembly to complete product.
- 2 Feeds item into processing machine.
- 2 Lifts raw materials, final products, and items packed for shipment, manually, or using hoist.