Complete the sentences with words related to personal qualities and skills.

1 Jill is very _____. She can change her behaviour to deal with problems and new situations.
2 Pablo knows how to find clever solutions to problems. He's also good at making decisions when necessary. He's _____.
3 Clare is very honest and reliable. She tells the truth and is completely _____.
4 After a difficult or stressful situation, Matt is quick to return to normal. He's quite _____.
5 Wes has a strong belief that work is important. He's got a _____.

Complete the compound adjectives.

1 If you're _____-mannered, you don't act in a polite way.
2 If you're _____-minded, you aren't easily shocked.
3 If you're _____-back, you're calm and relaxed.
4 If you're _____-willed, you're determined to do what you want.
5 If you're _____-witted, you can think of good answers quickly.

LIVEWORKSHEETS

Complete the sentences with the words and phrases in the box.

adaptable decision-making problem-solving
resilient resourceful self-motivated strong work ethic
time-management trustworthy willingness to learn

1 Somebody who is good at deciding what to do in a situation is good at .....
2 People who believe in working hard have a .....
3 A ..... person can recover quickly after a problem.
4 If you are able to quickly find clever solutions to problems, you're probably .....
5 A ..... person is honest and reliable.
6 Somebody who can change their behaviour to deal with new situations is .....
7 Somebody who is punctual and good at organising their work has good ..... skills.
8 A ..... person can do something alone without the pressure or encouragement of others to make them work.
9 Skills that are useful for finding solutions are ..... skills.
10 A person who is open to learning new things has a .....

LIVEWORKSHEETS