

THE ROAD TO THE TOP

HOW TO CLIMB FROM INTERN TO CEO



INTERN

Essential Skills: Organization, oral and written communication, tireless work ethic

Key Step: Applying yourself could result in valuable recommendations and references—or even a job offer—after graduation.

ENTRY LEVEL

SMITH & CO.

Essential Skills: Inductive and deductive reasoning, written comprehension, and oral communication

Key Step: Find at least two good mentors. They'll provide guidance on how to navigate the workplace and develop networking skills.

MANAGER

Essential Skills: Project management, team building, public speaking, and feedback communication

Key Step: Getting an MBA after a few years in the workforce can help boost your reputation and put you in line for a promotion. Hint: many companies foot the bill for graduate studies in a related field.

SENIOR-LEVEL MANAGER

Essential Skills: Objective building and strategy development to focus on a company's long-term growth and success

Key Step: Don't job-hop. A recent study showed that more than three-quarters of CEOs were promoted to the position from within the company.

SENIOR VICE PRESIDENT

Essential Skills: Verbal communication to serve as a spokesperson for the company; an eye for talent and nose for chemistry to build strong teams

Key Step: Politics matter—align yourself with executive sponsors who will support you when the top spot opens up.

CEO

Essential Skills: Take a deep breath—this is where the real challenge begins. In the digital age, CEOs are in the spotlight more than ever. Every skill you've honed up to this point will be required to succeed at the highest level.

SOURCES:

Senior-Level Manager Source: "CEOs Staying in Their Jobs Longer," Forbes.com