

Academic and Employability Skills



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What is employability skills?

- Employability skills are the skills that you need to get a job, they are known to be the attitudes and actions that you adapt with your colleagues at the workplace, (JobJumpStart 2021).
- Employability skills are transferable skills, (Adesewa 2021).
- My intended career is to open my business in my country which would be a Hotel Manager.
- **What is Hotel manager?**
- Is a field of business and a study that tends itself to the functioning aspects of a hotel with an extensive range of associated theme i(indeed 2021).

Why Hotel manager?

- ▶ To help to develop my country.
- ▶ To represent my country.
- ▶ Start my business in my country.
- ▶ Open as much hotels as I can.
- ▶ Have a well known business.
- ▶ Attract tourists to visit my country.



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What is the required skills for hotel manager?

- Friendly personality
- Open minded
- Be calm
- Make risky decisions
- Good organizational and leadership skills
- Ability of speaking
- Solve problems
- Language skills
- Listening others
- (Agcas editors 2020).



- I speak different languages
- Hard worker
- Good at leading
- Open minded
- Honest and fair
- I am calm
- I can speak with people and to listen to them carefully.
- Ability to adapt quickly

- I am insecure
- Negative person
- My English level
- I can be stubborn sometimes

- Learning new skills
- Take the best decision without hesitation
- Develop my English
- Improve my IT skills

- Busy schedule
- Insecurities whether I'm smart enough for to study.
- My English level
- Anxiety

Qualifications

- ▶ Agcas editors, (2020) states that as a hotel manager you might need to have a HND degree in:
 - ▶ Business with languages
 - ▶ Business or management
 - ▶ Hotel and hospitality management
 - ▶ Travel, tourism or leisure studies
- ▶ **HND- Higher National Diploma: equivalent degree to a second year of a bachelors.**



Hotel manager's duties

- ▶ Conclude contracts
- ▶ Deal with upgrading the hotel
- ▶ According to Arutyun, A., (2014) "in the modern world's fast-pace changing business environment, manger has to adapt to the changes and implement creative methods suitable for the situation."
- ▶ According to Indeed, (2021) Managers can perform many duties such as guest services, events managers and house keeping.
- ▶ Establish income and visitors contentment targets quarry and make sure that these are met.
- ▶ Recruiting, training new candidates and deal with hotel's employees
- ▶ Checking representative execution and offering standard assessment gathering intended to further develop administration
- ▶ Dalanda Djalto 2023-163 Guaranteeing consistence with wellbeing and security legislation and authorised laws, and guaranteeing that the essential security is set up, (Indeed 2021).



Any questions?

Reference

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