

ACADEMIC & EMPLOYABILITY SKILLS

(2026386)



Introduction

Employability Skills – 'transferable skills needed by an individual to help make them employable' (STEMNET, 2021)

Transferable skills plays a vital role in employability. For example, being a parent has enabled me to plan effective patient care as a healthcare assistant.

Employability skills include but are not limited to; good communication, motivation, team work, patience and leadership.

How does my employability skills make me employable?

As a person who works in the caring profession, there are many skills that I require to help me carry out my daily duties. For example: good time management, good communication, listening skills and having a good sense of team work.

Having Transferable skills also plays a vital role in employability. For example being a parent has helped me improved my planning and organisational skills, this s vital for effective patient care

My SWOT Analysis

Strengths:

- Work experience
- Communicative
- Ability to quickly learn new skills
- Time management skills

Weaknesses:

- Limited technology knowledge

Opportunities:

- Pursuit different trainings that will educate and inform myself of current legislation
- Opportunity to meet other social workers, carers and doctors, which can enhance my networking

Threats:

- Obstacles in training and learning segments
 - Competition in the care field
- Negative trends in the field can raise awareness about gaps in expertise or customer sensitivities

(Daemmrigh, 2016)

Time Management

Time management:

- Planning your day in advance
- Preparing your task and assign duties
- Set goals and objectives
- Strive to accomplish goals

Time management can help you feel more in control and less stressed as this can assist in you achieving not only your professional but personal goals also. Time management also ensures that you make enough time to effectively communicate with both colleagues and service users and that you properly perform administrative tasks. (Mein, 2019)

Good Communication

Having the ability to communicate clearly and effectively is not only a skill but an important attribute in education and the work force, especially in the caring profession as 'excellent verbal communication skills'(National Careers Service, 2021)

Communication:

- Important information is communicated to employers for example relaying information to service users, relatives, carers and other healthcare professional

Teamwork

Teamwork can be established in practice, and how effective healthcare teamwork benefit both staff well-being and patient care.(Ryan, 2017)

Teamwork:

- The most effective element of teamwork which is to communicate amongst one another, as it builds bonds.
- Support,
- another key factor of teamwork which is fundamental as it means that you as well as other members of your team are open to helping each other and giving support when necessary.

References

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