

PROFESIONAL CAREER DEVELOPMENT

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BMSW4005
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Table of contents

1. Introduction
2. Reflection Career plans
3. What employers want
4. Self- Motivation
5. Learning Styles
6. Personal Development
7. Employment Goals
8. Conclusion.
9. Appendices.

Introduction

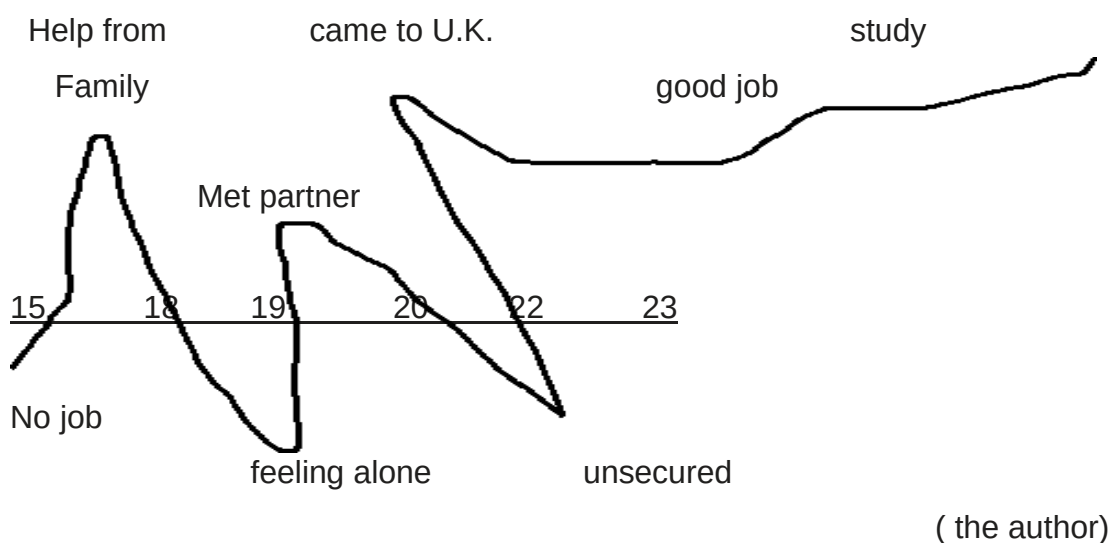
This report will present personal reflection on the role play and career development planning this will demonstrate an understanding over the skills and knowledge which contribute toward working affectively.

Each point off table of content will be explained and will include all lessons that have been learned and a research based on personal reflection on the role play will be carried on. My name is Marinela Andreica, I am 23 years old, this was my dream to become a student, my future depends on the learning, and it is very important as I want to have a good career.

I choose to study this course because one day I want to become a successful, and this diplomas that I will get will guide me, as I will achieve a good experience also, I had a good recommendation from a friend that was also studying here, and I believe now is the time to take all opportunities, while I am still young.

On the previous studies I did not have this opportunity, as I did not believe in myself, however what made me change my mind and go ahead for study. I have got promoted to a higher position at my workplace, from usual staff to manager, and this gave me a push, so I wanted to know more about it, and how business works. However, once I started the course my plans are upgrading, and I have innovative ideas coming into my mind every day.

My lifeline



(the author)

My lifeline was always up and down, and I will explain how I felt and what opportunities I had or struggles.

I was in high- school and had no job so my parents helped me.

At age nineteen met my partner and my life totally changed as I came to a new country (in this case in UK)

After coming here my lifestyle changed so, I missed my family and my friends so I started to feel alone and depressed.

Then after my documents were ready, I started to search for job, there was nothing good for me as my English was on very low level, I felt unsecure, and I taught that I am not good enough.

After a started a first job, that was difficult so after one-year I applied for a new job that brought me on highest level that I am now.

After being appreciated at work I decided to apply for study.

Reflection

It will be used Gibbs reflective cycle (1998), this was created to help in stimulating others to go easily over six stages and to help in a guidance of reflection. (Reflective Practice and Its Role in Simulation, 2015)

Description

This will be based on the role play interview and will reflect on it.

Feelings I was feeling very emotional and a little bit unsecured, but everything went well, I was incredibly happy after this experience, and I realised that I am good being in this position.

Description however I felt incredibly positive, and I enjoyed being interweaver, it was genuinely nice to see that everyone was listening what I have to say.

Evaluation on the plus side the lecturer gave me valuable feedback, but I know that I could have done better. There was a bad moment when the interviewee asked me a question on the end, and my camera stopped because of the internet, but the lecturer was nice and understood that there was a connection issue.

Analysis on reflection I learned that I should have been more secured on this interview and also next time I will check the connection and make sure that all applications are working properly, what helped me was the positivity of my colleagues that were doing the interviews before mine. They gave me a courage to not be shy and do my best, some of colleagues had the microphone on while the others were presenting and this was something that we could not control.

Conclusion this experience helped me to realise that I gained more confidence and even if some mistakes were made, I learn from them and I understood that some of them I cannot control the only thing I can control is myself and how I choose to overcome the situations that I am facing.

Action Plan it is obviously that next time I will be practising more so that focus can go on my presentation not on what is happening around me, I could also seek for advice who is more experienced on being emotional. This experience made me realise that it always more place for better myself, and practising is that what I need, if in the future I will have to go through an interview. (Futures Skills Award, 2018)

Career plans development of personal/career Vision

It is highly essential for professionals to consider various aspects when aiming to achieve personal or career vision including attainment of knowledge, qualification, and position. After achieving my degree (after five years) I see myself being an independent woman, having a good career, I will be a successful businessperson, managing my own company, as this is the organization that I am aiming for.

I would like to go back to my country, but anywhere the business will work, I would move there, in any different country, if needed. This will affect in a positive way my career as being down to earth is something what everyone needs. When I will start working in my own business I will come only when is emergency, I will have other employees being in charge on each department as I would have to deal with different problems that my company will face, because I will be the owner. Also, I could have any leadership position if I will feel comfortable, and the position will suit me, in case one of my managers will not be able to come to work, I will be the one who will step in. I am comfortable to work from anywhere even if will be home, office, field or

virtual, if it is needed, but most of the time I would like to work in office or a field as I will have to arrange the meetings with clients, and that must be in office.

In the future I am planning to change, my career as the one I am working for it gives me useful resources and helps me to achieve a positive outcome that I will be able to apply on my future business. Beyond my professional engagement, in my free time I would like to go out and relax.

What employers want

Recruitment it's very important part as it gives the opportunity to everyone to apply for a specific job, but selection is that what makes employee to make a good decision. Employers are often focused on what attitudes and aptitudes the employee has sometimes this one is even more important than a qualification as the ability being motivated to stay calm and overcome the obstacles they come in a small package and with professionalism where is included communication skills punctuality flexibility and positive attitude at work. (UCAS, 2017)

In general employers expect from their staff the most important skill which is to manage conversation important points are: honesty, flexibility and teamwork and employer expects from his employee to be confident and to have ability to work and to solve the problems in a positive way. Since speaking is a key component of the auditory learning style are : having your employee repeating an idea in their own words, will enhanced their learning experience also, to fix the problem on auditory reflective learning can be as well a verbal game, active listening, in benefit of watching videos, can help staff to understand better what employers expects from them. For example same as the business trial shifts in there are many auditory videos this way employees become as better as employers need, because they also provide a good training.

Self-Motivation

This is a force that keeps us focused in achieving a good start to move forward.

Being motivated around someone who is thinking positive or is very close friend that will make my thinking positive, in general the environment around makes the person

to be motivated, a good motivational speech can help others to become better and field knew but when it comes to motivate myself, I find it very difficult, is good if that person knows their weaknesses and try to solve them as soon as possible and find him so then you won't end up in the same place it is very important to be motivated as this can have critical impact and effects that could ruin everything around you. (Mindtools, 2017)

VAK Learning Styles

This theory is based on visual, auditory a kinesthetics learning (VAK)

Visual learning style it refers on how to learn by saying and writing for example: facial expression, emotions, notes, diagrams, pictures. Auditory a learning style is more focused on speaking and listening for example distracted by noise, remember by listening same as music, talking while writing, to learn from instructions that are spoken. the kinesthetics learning is more about touching and doing learning style gets physically involved for example playing games, to learn through movements and touch in space. (Thepeakperformancecenter, 2012)

This theory can help on understanding others trough a different point of view as everyone does things different and everyone thinks different, if there is someone who knows how others are, the solutions on the different problems can be easily found.

Personal Development

Performing this word analyses will often provide key information it can also help to point out what needs to be done and put the problems into the perspective

Swot analysis

Strengths at my current workplace I am store manager and I consider it advantage because I'm doing a new course every month and it keeps me updated and focused, I am good at managing people, optimistic, good energy, smart, quick, and ready to solve any problem.

Weaknesses my negative habits are that sometimes I am late and disorganised, I'm emotional and being too friendly.

Opportunities I'm good at managing people good strategy on how to organise the staff, experienced in monitoring problems the opportunity is that the industry is growing, and I am growing together with it.

Threats changing of technology, lack of experience, negativity, personal life

Employment Goals

To achieve future goals, I must have mindset in a direction that would like to see my career growing, a plan that will guide my path. Being motivated I will continue working in same company as that helps me stay focussed and everyday feels like a new challenge, I feel motivated I have a good energy and same time I gather experience in customer service, leadership, problem solving and more.

Working as a manager in this company feels like a mission that is training me to become my best version. After achieving my degree, the plan is to find a company that will be specialised on managing and helping new brand companies to enter the market. I am planning to work in this environment for few years to be able to achieve full set of skills to be able to open my own business.

Conclusion

In conclusion I believe that writing this gave me a vision to see how my future may look like however, though there has been much debate on the subject, but I believe that each person has their own mindset and unique plan. It is very important to have future goals prepared in my mind so that anytime an opportunity comes out, to be ready to chase all good options and that suits me.

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Appendix1

Private & Confidential Application for Employment

To ensure that you are able to complete the application form in full, please refer to the short-listing criteria on the job description.

Position Applied For	Manager
How did you learn about this vacancy?	Online

1. Personal Details			
Title	Miss		
Surname	Marinela		
Previous Name			
Forenames	Andreica		
Address	30Central Gardens		
Post Code	Sm45Sh		
Telephone number		Mobile No	07546488012
E-mail address	Maryandreica@yahoo.com		
National Insurance Number	-		

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1a. Additional Information

Do you hold a full, clean driving license valid in the UK?	No			
Do you have the right to work in the UK without restriction? (Proof of right to work in the UK ID will be required)	Yes			

2. Employment History

The last 5 years employment should be detailed, including any gaps in employment. Please continue on a separate sheet if required.

Current or Most Recent Employment

Employers Name	Subway			
Address	64 London Road, Morden			
Postcode	SM45BE			
Job Title	Manager			
Dates of Employment	From	21/01/2018	To	Currently
Reason for leaving			Salary	-
Brief outline of main responsibilities and key duties	To make rota, to make sure that the store is running, manage the staff, solve problems, and take decisions.			

2. Employment History

The last 5 years employment should be detailed, including any gaps in employment.
Please continue on a separate sheet if required.

Current or Most Recent Employment

Employers Name	Kim's food			
Address	Colliers Wood			
Postcode				
Job Title	Team member			
Dates of Employment	From	2017	To	2018
Reason for leaving	I wanted to progress in career		Salary	-
Brief outline of main responsibilities and key achievements	Frying, cooking, preparing, packing different meats.			

Previous Employment

Employers Name				
Job Title				
Dates of Employment	From		To	
Reason for leaving			Salary	

Further/Higher Education Qualifications

Name of Qualification	Date Gained	Level	Grade	Awarding Body

Professional Qualifications

Name of Qualification	Date Gained	Level	Grade	Awarding Body

CPD / Training and Development

Brief description / course title	Date Taken
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4. Interests and hobbies

Please provide details of your hobbies / leisure activities / voluntary work

Going out in the park, watching movies, exploring

5. Referencing

Referencing required for 2 full years (with a minimum of 2 references). At least 1 reference should be your current or most recent employer. Please confirm any existing personal / family relationship with existing PRC employees

References (Current or most recent employer)

Name of Referee	Subway		
Job Title	Owner		
Employers Name	Naresh Malda		
Address	64 London Road, Morden		
Postcode	Sm45BE		
Telephone Number		Ext. Number	
E-Mail Address	Subwayuniversal@yahoo.com		
Are you willing for this referee to be approached prior to interview?	Yes ☐ ☐		

References

Name of Referee			
Job Title			
Employers Name			
Address			
Postcode			
Telephone Number		Ext. Number	
E-Mail Address			

Are you willing for this referee to be approached prior to interview?	Yes ☐ No ☐
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6. Reason for applying

Please detail below reasons for applying for the position including your skills, experience, and attributes.

Please specify how you meet the criteria for this role.

7. Declaration

Please complete the following declaration and sign it in the appropriate place below.

I certify that:

- All the information given to me on this form is correct to the best of my knowledge
- All questions relating to me have been accurately and fully answered
- I possess all the qualifications which I claim to hold

Signed: ANDREICA

Date:07.072021

Print Name: MARINELA ANDREICA

Appendix 2

Interview questions

1. Tell me about yourself...
2. what can you tell me about your strengths and weaknesses...?
3. how would your previous employer characterise you from previous work in five words...?
4. what skills you think you have which could you prove our organisation...?
5. where do you see yourself in five years...?