
Nikolett Erdei

Student number: 2027452

Academic and Employability Skills (Health and Social Care)

Modul code: BMSW4001

ACE Practical Portfolio I

Jun. 2021, Term 1

Lecturer: Gregory Cowan

My intended career is...

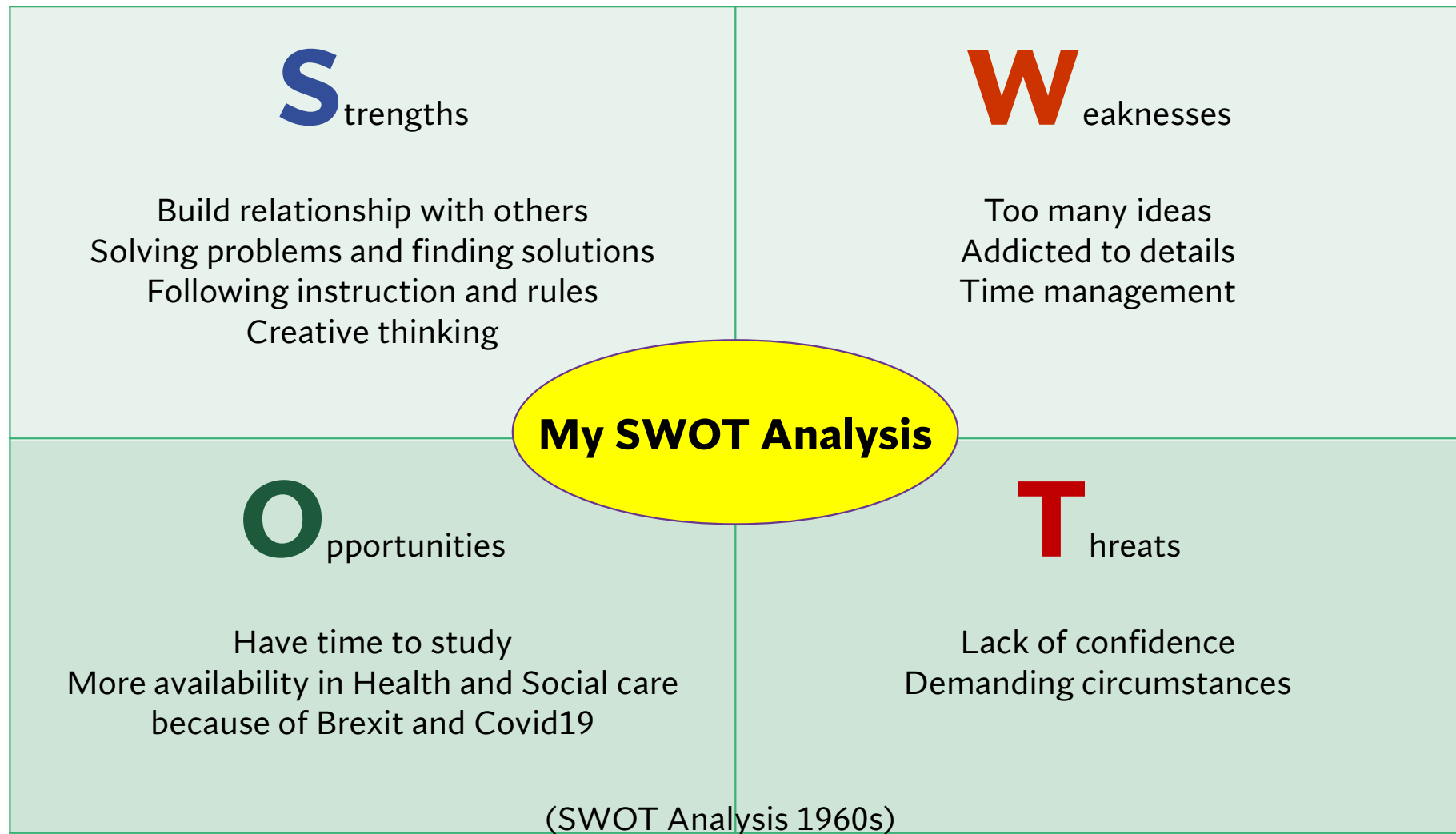
Working as a Social Worker in the Charity sector

Professional Goals what I would like to achieve :

- Receive university degree in Health and Social Care
 - Find a job locally , I would like to support my community
 - Be successful at my position
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My work experience in different areas :

- ❖ Managing my own business as self-employed
 - ❖ Voluntary administrative position at a homeless charity
 - ❖ Over 5 years in hospitality
 - ❖ Child Care
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Skills of a successful Social Worker

Soft skills

- ✓ Empathy
- ✓ Communication
- ✓ Critical thinking
- ✓ Active listening
- ✓ Self-care

Hard skills

- ✓ Working with diverse range of people
- ✓ Good IT knowledge
- ✓ Analysing information
- ✓ Report writing,
- ✓ Knowledge of data protection
- ✓ Able to work alone or as part of a team
- ✓ Relevant qualifications

(Indeed Healthcare Administrator, Reed Community Support Worker, 2021)

How /and Why/ Academic and Employability Skills will benefit me in the future ?

- will help to improve my spoken and written English
- learn how to write appropriate reports
- use tools like Swot analysis and PDP to get to know my abilities
- learn about different Time management techniques and be able to use them

These skills and techniques will support to build my confidence at school and at the work place.

My vision about my career

- Finish University and get bachelor's degree
 - Use my practical skills and knowledge
 - Help vulnerable homeless Women
 - Work locally in Essex
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Reference list

- Indeed (2021) Healthcare administrator

Available at: <https://uk.indeed.com/Healthcare-Administrator-jobs?vjk=468f6d47f827a601>

(Accessed: 02 of July 2021).

- Reed. co.uk (2021) Community support worker

Available at: <https://www.reed.co.uk/jobs/community-support-worker/43059764?source=searchResults#/jobs/community-worker-jobs-in-london?parentsector=charity-voluntary>

(Accessed : 02 of July 2021)

- SWOT Analysis (1960s)

Available at: <https://corporatefinanceinstitute.com/resources/knowledge/strategy/swot-analysis/>

(Accessed: 04 of July 2021)
