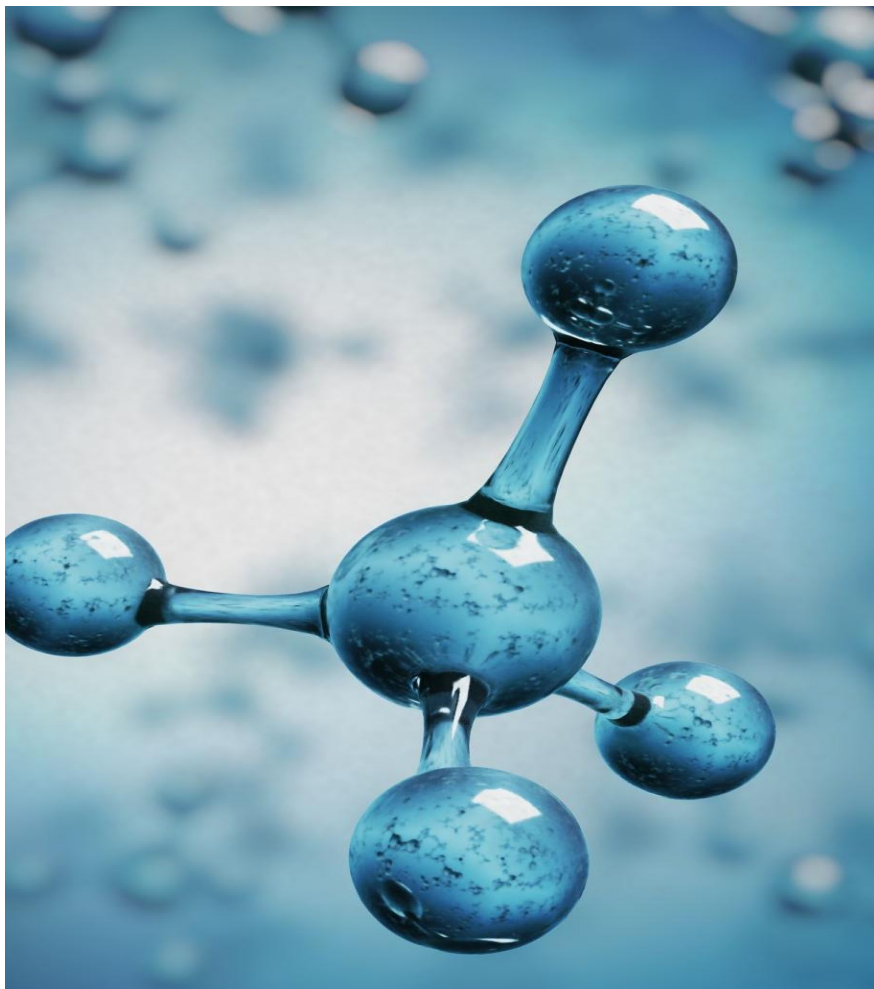




Clint Visvakula

Student ID:2021280

Name of the lecturer: Sylvia Hoffman

Name of the university :University of Wales
Trinity St David



Prifysgol Cymru

Y Drindod Dewi Sant

University of Wales

Trinity Saint David

Academic and employability skills

ACE PRACTICAL PORTFOLIO

Introduction



In the current world if you need to achieve goals/or targets in your career you will have to have some skills.

Some people are born with skills and some needs to improve skills by learning. This presentation is about the skills I like to develop in me to achieve my career goals.

Chosen Sector



My goal is to work as a marketing manager in a recognized corporate company in the future and I set my goals based on my personal SWOT analysis and personal development plans. In order to getting success in my workplace I focus on following skills which I will explain in this presentation.



Communication Skills

It is one of the key factors I need to improve as, and I am working on. It is mainly how send a message across to your colleagues and how clearly, they understand.

Leadership Skills

Marketing manager has a leading role in his team. All his success depends on how his team performs in a certain department. Therefore I have to improve leadership skills to direct and drive my staff to achieve the goals as a team.

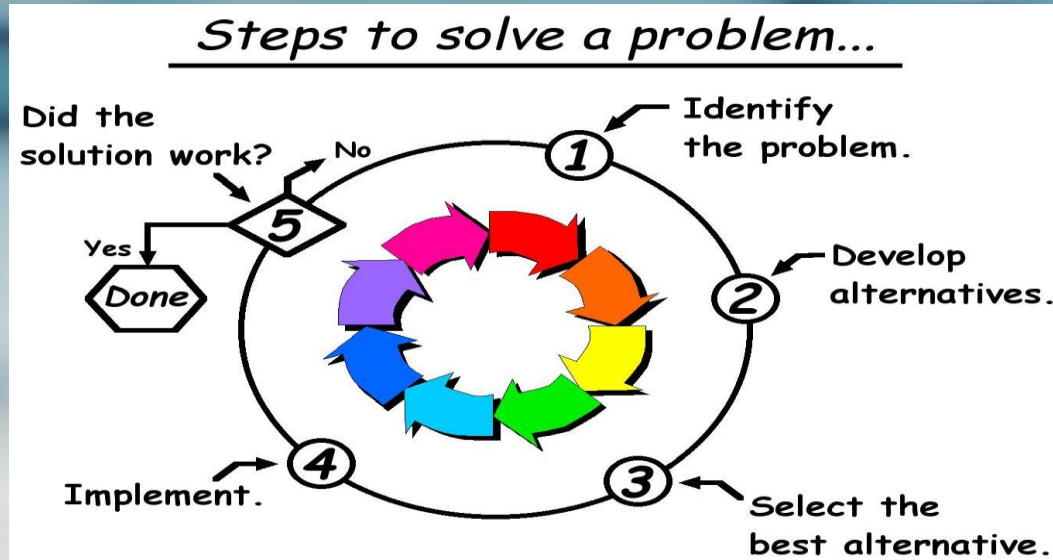


Teamwork

Teamwork is one of the effective ways by which one can get better outcome than individual work. (Devey, 2014).

Motivation

Motivation increases the energy of completing tasks properly and efficiently.



Problem solving

In corporate sector, a manager always face various problems in every spare of his career.

Work under pressure

Present market is fully competitive. Achieving targets are very stressful in that environment. Therefore, it is very important to develop skills to work under extreme pressure.

Learning

There has no limits of learning, and learning is a lifelong process where people learn from every event of their life.

Technology

Operating business without technology in today's world is rather difficult and nevertheless proper utilization of technology brings best outcome for the organization. (Barber, 2015)



Self Management

Self-management is a core skill that need to have in for every person in every sector like workplace academic life personal life and so on.



Planning and Time Management

Planning and Time Management is the most Important factor to get success in any work.

Conclusion

Considering my Career and based on my SWOT analysis I need to acquire and improve my skills which are described above.



The End

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