



# **Academic and Employability Skills**

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## **INTRODUCTION**

There are certain skills that are very important for enhancing the employability of a individual. It can be said that there are many different researches who have given various

articles that are based on analysis of different types of employability skills that are possessed by an individual (Bennett, 2019). Present report there is discussion of different skills that are part of individual personality and are adopted for the purpose of enhancing employability of an individual. Many researches have been conducted to understand the importance of employability skills in life of a student and way it is going to affect their future career prospect and employment opportunities.

## **Article 1**

*According to Teacher tapp*, there is a philosophy that workplace skills have become most essential as a part of academic teaching. Almost 74 percent of teachers are willing to teach skills such as public speaking and teamwork that will help student in getting equipped with better job opportunities. The survey is conducted that is based on providing 30,000 opportunities to young generation of England to work and enhance their classroom learnings that consist skills in CV writing and having a 90 hours of unpaid experience. According to John Yarham, CEO of Careers Enterprise company is preparing and inspiring young generation in the fast changing environment.

*Nick Bowne the executive Principal of Horizon community college* has also rightly pointed out that there can be anxieties & uncertainties that affects the important transition of future study. Especially the present situation of COVID-19 because of which many countries are dealing with the situation of strict lock-down has resulted into prevailing a situation of high amount of unemployment in such affected countries (Frankham, 2017). Such as in June approximately 750 schools & more than 100,000 young adults took the online lessons that is equivalent to 10 years of work experience. Further according to Peter Cheese, Chief executive of CIPD there is need to use employability skills as a part of academic qualifications that can help young people to move towards education to a workplace scenario. It will help in ensuring that young generation has support & more opportunities of connecting with employers. The schools are closed down so there is more confusion and anxiety among students related to future career growth after this lock-down will end. The researches shows that 71 percent of student have decreased their level of engagement, 13 percent have deferred university entry and other 5 percent that there are more employment and apprenticeship offers that has been withdrawn

*(Workplace skills now more important than exam results in post-Covid jobs market say teachers, 2020 ).*

## **Article 2**

*According to views of Inge Romgens, 2019* in different literature streams employability can be defined in different ways. There is use of a competence and a multi dimensional., approach. In the global Competitive environment change is part of everyday functioning there is need to focus of educational institutions towards preparing students for higher job opportunities. The pressure from economic, social and political scenario is compelling policy makers to promote the employability (Coelen and Gribble, 2019). The human Capital consist of certain host of factors that can influence the carer advancement possibility of a individual. It consist of education, emotional intelligence, age, cognitive abilities and overall work experience. It consist of the occupational expertise that refers to skills, knowledge and is part of overall professional domain. Employability is a term that is adopted for differentiation between career related, job related and development related categories of using resources (*Unraveling the concept of employability, bringing together research on employability in higher education and the workplace, 2019*).

## **Article 3**

*According to views of Simplileran, 2020*, “employability” can be regarded as a approach that is transferable skills that are required by a individual to increase their competence of employability. The importance of employability can be regarded as it helps in building connection with co workers, being a part of team & contributing effectively, being more independent, making responsible choices and taking charge of career (Morley, ed., 2018). They posses personal habits, attitudes and characteristics that influence the situation of interaction of individuals. In toady's changing scenario employers are valuing employability skills as it helps in enhancing the competence of workforce and their competitiveness.

Organisations are investing their resources in terms of amount, time that can help in development of foundation & work readiness skills. There are many different skills that increases the employability of a individual such as communication & interpersonal skills, self motivation capacity, problem solving skills, able to handle higher work pressure, ingratiation skills in which there is need to emphasize on work planning to meet deadlines, team spirit, learning skills and valuing diversity where people in modern workplaces belong top different backgrounds of religion, age & political opinion. Negotiation skill is also a very important aspects that is related to having a better outcome to make certain objective decisions after all the opinions of stakeholder are being considered ( *Why are Employability Skills Important*, 2020).

#### **Article 4:**

*According to views of Nuryake Fajaryati, 2020*, employability skills are indispensable part of the Present situation of destructive and technological globalisation. Employers are having a belief that insufficient skills amongst workers might lead to their inappropriate future growth & individual development. Education provider have to provide the required support with skills and knowledge that can help a individual be more competitive and increase their employability. The researches show that approximately 50 percent of stakeholder are not able to find suitable candidate for their vacant position and this is the reason why 80 percent of job seekers do not provide a suitable job opportunity.

The situations of globalisation and disruption has lead to increase in challenges for community as there is high amount of labour migration in search of suitable opportunity according to present skill level. There are lot of changes that are taking place in the external environment such as banking, business, social society, transportation and education sectors. There is need to take disruption initiatives for new business model development. It is also said that there is a shift towards digitalisation and technology up-gradations. This is leading to generation of widespread problems and high unemployment is significant aspects of this transformational process (Barton,, Bates and Donovan, 2019). The high amount of unemployment is related with the education system that fails in generating graduates that are having required employability skills and posses high amount of competitiveness. There is lack of

expertise in job seekers as there is high unemployment, there is also a skills gap among job seekers that is related to education and quality education.

The biggest challenges is that educated graduate must possess higher academic skills and ability of mastering technical skills with competence of balanced employability skills. Employability skills consist of skill, knowledge & competencies that are required for improvement of ability of an individual. Skills required focus on extensive training, education, its practical application, ability to work in teams, solving problems, developing solutions. All these skills have to be combined towards adapting to the dynamic environment of workplace (*The Employability Skills Needed To Face the Demands of Work in the Future: Systematic Literature Reviews, 2020*).

## **Article 5**

*According to views of Doctor Pualine Bremner, 2019* there is presence of a wide gap between the learning outcomes of a degree and the presence of employability skills in an individual. Various tools such as national student surveys (NSS) & the quality assurance agency for higher education (QAA) has given certain benchmarks. These approaches together help in course development, providing information to educators and provide student awareness to meet the learning outcomes with the employer expectations & requirements. The economies of countries are observing a Strategic change because of many external factors such as there is digital transformation that is taking place across different parts of the world. This has led to requirement of a complete different type of skill set for individuals (Monteiro, Ferreira and Almeida, 2020).

The data from this research clearly highlights that there is a significant gap in the digital skills from employers point and the actual presence of skills in an individual. There is a need to work towards closing such gaps by enhancement of degree outcomes in colleges. For this there is a need for universities that they have to work towards symbiotically to close the gaps and provide enough exposure in form of opportunities of self development to their student as a part of their academic curriculum. According to further finding of the collected data it is concluded in this article that there are mixed method approaches that has to be a part of employer inputs along

with universities efforts to ensure that a competent individual is available to get the required job opportunity (Boffo, Gioli and Terzaroli, 2017). So, it can be summarised that there is a need to have a collaboration between insights and employers is that there can generate a workforce with the necessary employability skills. This will help in supporting the individuals to get wider exposure towards better internship opportunities or inviting people from corporate world to give insights about the professional requirements in universities. These small changes in overall curriculum will lead towards growth opportunities for the young individuals who are the future workforce (*The gap between degree outcomes and employability skills. 2018*).

## **Analysis of own employability skills:**

For the purpose of self evaluating there is a need to make a detailed self analysis of the present employability skills. Such as there are many skills that are part of overall personality of a individual such as commercial awareness this skill is helping in understand the industry and what a organisation is willing to achieve through its products & services in order to compete in the market (Ortiga, 2017). Communication skill is also one of the most important skills as it is not just about being more clear but to have habit of proper listening. Being a team player is also very crucial to manage and able to delegate the relationship with others. It will also lead towards building of a positive relationships with other in order to achieve laid down objectives. The negotiation skill is not according to the laid down objectives as many items I am not able to persuade what others are willing to convey. Problem solving skills are very important in order to take logical decision. It ha helped me in having a approach to consider problems from various other angles. Further leadership skills are crucial but I feel that I earlier believed that leadership is all about assignment & delegation of responsibility but in recent years I have realised that it is about setting timely guidelines and being a goofs example for other team members.

All my lecturers have made me understood the importance of transferable skills that is the abilities to be in different jobs (Kinash, Crane and Judd,, 2016). This skill is going to help employers in valuing their employees as it reflects the leaning from earlier workplace. Some of the common transferral skills include time management, leadership, lightening to communication, making timely research and analysing according to the available period of time. Workplace environment is never constant it keeps on changing so another essential requirement is to able to work under high pressure as a person has to remain clan and not become overstressed at the time of working. I feel that I posses enough level of confidence that can help in striking the balance to be more confident but to enhance confidence while working in the organisation as compared to other colleagues. Some of skills that are part of my CV are discussed below with the help of a sample CV that is drawn based on existing transferable skills and makes eligible to be more employable.

## **Curriculum Vitae**

**Address :** 681, Roamer street, London

**Phone no.:** 1154754124152

**Email id:** [gtorver@gmail.com](mailto:gtorver@gmail.com)

### **Objectives**

Looking for a opportunity that can lead towards use of my Present level of knowledge and skills to get hired for human resource department of a organisation.

### **Work Experience**

- Having a 1 year experience as HR assistant in Trans centre, London.

### **Qualifications**

- Graduated in HR as specialisation from Rodney university, 2012
- MBA in HR specialisation from XYZ university, 2015
- High school from XYZ high school, in 2009

### **Certificates -**

- Certification in MS office software.
- Certification courses in transactional form of leadership.

### **Personal information**

Date of birth- 28 April, 1992

**Hobbies-** playing badminton, Calligraphy.

### **Key skills**

- Time management skills
- knowledge of prioritisation
- Good listener
- Effective communication
- Excellent leadership skills

## **CONCLUSION**

From the above mentioned points it can be said that there are several skills that are essentially required to be part of a individual in order to enhance their level of employability. In the initial stages of academic career such skills must be part of the theoretical framework and should be taught regularly to ensure that there is all round development in terms of enhancing their employability skills of a individual.

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