

Pop Oana Monica  
Student Number 2132996  
Module code: BMSW4001  
Academic And Employability Skills  
Lecturer's name: Joanna Walsh  
Assignment Title: Task1

Employability skills in relation to my intended career.

## Introduction

Over the years, I've learnt a lot. I've had to adapt and overcome when things didn't go the way I wanted. I've discovered new interests that I didn't even know I had. I've also discovered new things that I want to improve on. Planning a career path is a difficult and often confusing process. Over the years, I have been asked many questions about what career path to choose, and what skills are most valuable in the industry.

If you're going to pursue a degree or college diploma, it's important to analyse your employability skills in relation to your intended career or to start your own business. Even if you decide to pursue a different career, such as becoming a doctor, you may still find yourself being asked to do some jobs that require an employability skill such as being able to work independently or being a good team player. This will give you a clearer idea of where your strengths and weaknesses are and may help you develop some new skills that can be used in your current or future career or business. Some college campuses offer career and job search workshops, but there are also many online resources that can help you.

Over the years, I have been told that you're good at certain things. Maybe you've been told that you're good at maths, or that you're good at languages. But have you ever stopped to think about whether those skills are actually useful in the job market? Have you ever thought about whether those skills are actually useful in the business world?

Over the years, you've developed a range of skills that have helped you succeed in your current career. But are those same skills helping you find a job that matches your current ambitions? The good news is that there are many ways to build your employability, and you don't need to find a full-time job to benefit. Even part-time work can help you build your skills so you're better prepared when the right opportunity comes along.

## Discussion of employability skills

“Employability skills are defined as skills required not only to gain employment, but also to progress within an enterprise so as to achieve one’s potential and contribute successfully to enterprise strategic directions.” (“Reflective Employability Skills Assignment - UKEssays.com”) (DEST 2002a)

One of the most important skills for job seekers is the ability to prove their employability. This refers to the skill of being able to find a job when one is available. Job seekers can prove their employability by proving their ability to meet the needs of an employer when they are available. This can be done in a number of ways, but most job seekers demonstrate their employability by being able to work flexible hours, show up on time, and provide quality work.

Over the years, I've come to understand that one of the biggest obstacles facing many people who want to break into the tech industry is their "tech background" or "tech skillset". Many people feel that they will be unable to compete with those with more "tech experience", which often results in them never even trying to enter the tech industry. As a result, tech companies are often missing out on some of the best and brightest talent out there. I'd like to explore some of the employability skills that I've learned throughout my time in the industry and discuss how you can use them to your advantage when job searching and building a network.

## Why do companies want these skills?

The world of work has changed a lot in the past decade. The traditional office environment has been replaced by remote workers and flexible schedules. The days of being stuck in a cubicle have come to an end. But one thing hasn't changed: companies still want employees who are good at collaborating.

Companies are on the hunt for candidates with soft skills like communication, empathy and leadership. These traits help employees understand their colleagues and customers, build relationships and solve problems. But many candidates don't know the importance of soft skills, so they miss out on opportunities to demonstrate them. Even if you have the hard skills, like programming and math, to land a job, it's important to prove soft skills like communication and leadership to stand out.

## Communication skills

The ability to effectively communicate is a key component of successful business management. Through the effective use of written and verbal communication, you can share information, build relationships, and achieve your goals. This course will help you improve your communication skills so that you can build on your strengths and improve on your weaknesses.

## Teamwork skills

Teamwork skills are essential in both our personal and professional lives. Whether it's working with a partner on a school project or working with a team of colleagues to achieve a shared goal, being able to effectively communicate, coordinate, and cooperate with others is key to our success. Unfortunately, many of us don't have the skills required for effective teamwork. Instead, we find ourselves frustrated and angry when others don't do what we want, or when our teammates don't seem to be pulling their weight.

## Problem solving skills

Two of the most important qualities that make a good leader are problem solving skills and the ability to work with other people. Problem solving is the process of finding a solution to a problem. (“Problem Solving Strategies for the Workplace • Asana”) It involves searching for information, formulating a plan, and then carrying out the plan to achieve a goal. The best leaders are those who are good at finding solutions to the problems that arise in their organizations and are able to work with others to achieve a goal.

## Self-management skills

Self-management skills are taught through a combination of learning material and real-world practice. They are teaching us to take responsibility and learn from our mistakes, to be adaptable to change, to learn from new experiences and to learn how to manage our time.

## Planning and organizing skills

Planning and organizing skills, make sure to set aside time for it. It's important to plan ahead and avoid those impulsive decisions that can derail the process.

## Technology skills

Technology skills are at the heart of modern business. They allow companies to compete in today's economy, and they are the key to career growth. Technology has become so pervasive in the modern business world that it has become difficult to imagine a world without it. ("18-220 | Virginia Tax") ("18-220 | Virginia Tax") The internet, smartphones, and computers have changed the way we live, work, and communicate.

## Life-long learning skills

The world is changing faster than ever before. Technology is redefining how we work, communicate, and learn. The future is going to be defined by those who can adapt to these changes, not those who can't. This is why it's so important that we learn new skills and keep up with our industry.

## Personal SWOT Analysis

After identifying the employability skills that are needed by companies, I made a personal SWOT analysis based on my actual experience:

### *Strengths:*

**Enthusiasm**  
**Discipline**  
**Dedication**  
**Respectfulness**  
**Patience.**

### *Weaknesses:*

**Self-criticism.**  
**Public speaking**  
**Lack of confidence.**  
**Lack of experience**  
**Taking criticism.**

### ***Opportunities:***

Get help on projects.  
Propose working groups.  
Get testers for new ideas or products.  
Create a team to work on an idea you have.  
Share your ability in a particular field.

### Threats:

Competition  
Social perception  
Technological changes  
Data security  
Legislation

Through academic and employability skills I have developed language skills, listening skills, writing skills, and learning skills. I had immense help from this module to improve my academic and employability skills. While taking part in this module I have gained vast knowledge in writing, research and referencing in an academic style. My other academic skills like essay writing, paraphrasing, structuring and presentation, and report writing skills got improved through this module.

Writing this report, I have realized the importance of employability skills. Doing this module, I have improved my knowledge.

## References

("Reflective Employability Skills Assignment - UKEssays.com") (DEST 2002a)

("Problem Solving Strategies for the Workplace • Asana")

("18-220 | Virginia Tax") ("18-220 | Virginia Tax")