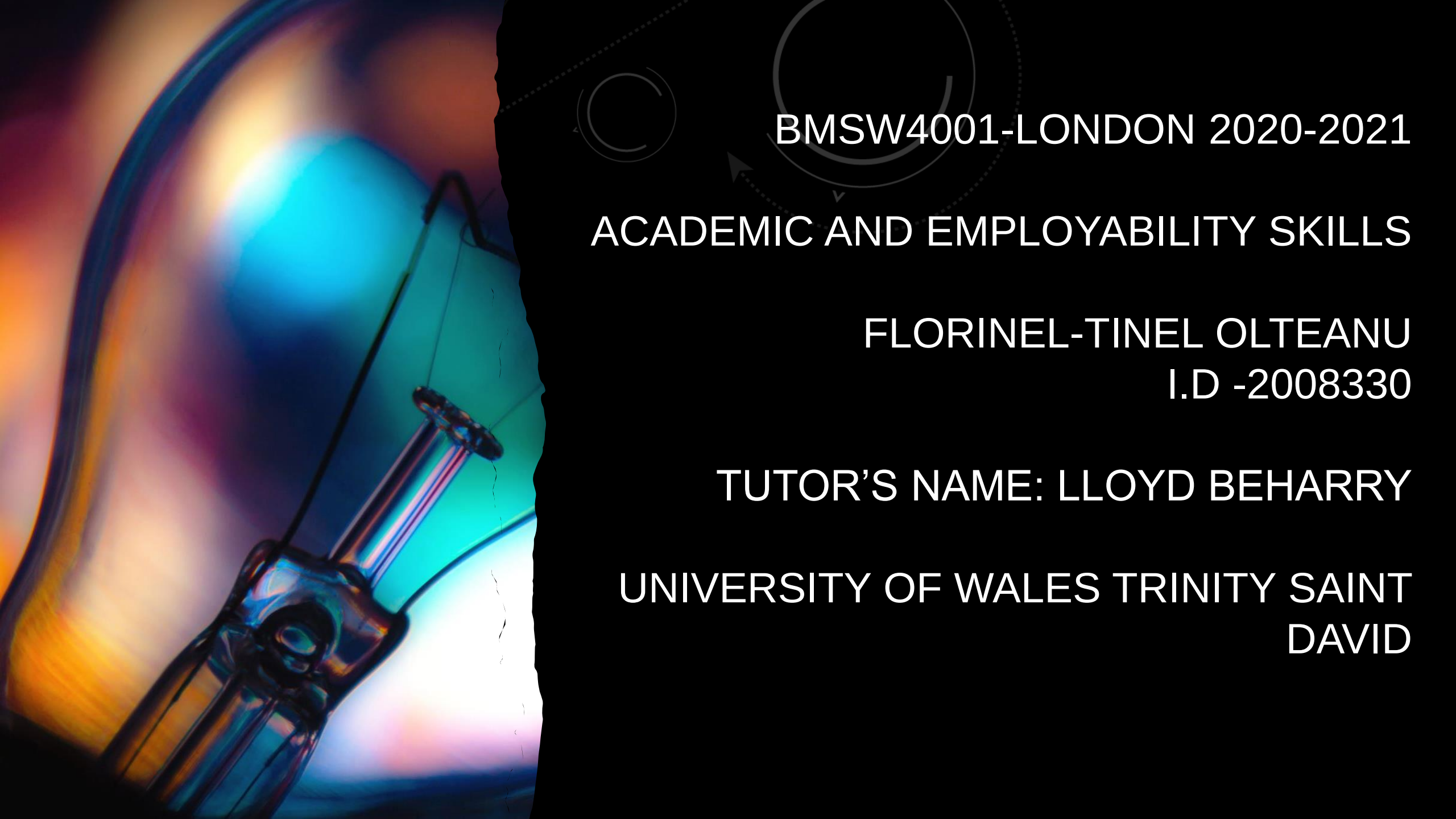




BMSW4001-LONDON 2020-2021

ACADEMIC AND EMPLOYABILITY SKILLS

FLORINEL-TINEL OLTEANU

I.D -2008330

TUTOR'S NAME: LLOYD BEHARRY

UNIVERSITY OF WALES TRINITY SAINT
DAVID

INTRODUCTION

- ❖ Few words about myself , I'm 28 years old Romanian guy born in a small city by the Danube river at (in the) south of Romania.
- ❖ I am an honest , pragmatic and private person so that's why I have a very small circle of friends , people with similar values like mine which are family and career orientated.
- ❖ I work as Security Guard in one of the casinos in central London and as an Enforcement Officer for London Tribunals and Courts.
- ❖ But the most important thing is that I am the father of 6 months old baby.



A SKILL IS AN ABILITY TO PERFORM AN ACTIVITY IN A COMPETENT MANNER . NOWADAYS PEOPLE NEED A WIDE RANGE OF SKILLS TO BE EFFICIENT IN THEIR WORKPLACE/BUSINESSES.

HERE ARE SOME EXAMPLES OF SKILLS:

- **SOFT SKILLS** : ALLOW YOU TO WORK WELL WITH OTHERS , APPLY KNOWLEDGE TO SOLVE PROBLEMS, AND FIT INTO ANY WORK ENVIRONMENT. SOFT SKILLS ALSO INCLUDE PEOPLE SKILLS, COMMUNICATION SKILLS , LISTENING SKILLS ,TIME MANAGEMENT AND EMPATHY AMONG OTHERS.
- **ACADEMIC SKILLS** : ARE REQUIRED FOR ALMOST EVERY JOB BUT BESIDES THAT PROFESSIONALS NEED A PARTICULAR SET OF QUALITIES , SKILLS AND BEHAVIOR SUCH AS LEADERSHIP, COMMUNICATION , PUBLIC SPEAKING, CONFLICT AND PROJECT MANAGEMENT AND MANY MORE.
- **LIFE SKILLS** : ARE THE ABILITIES AND ACTIVITIES THAT HELP US TO DEAL EFFECTIVELY WITH THE EVENTS AND CHALLENGES ON OUR DAILY BASIS. SOME OF TOP LIFE SKILLS ARE COOPERATION , DECISIONS, FLEXIBILITY , HANDLING CRITICISM. [AUGUST 14, 2020. GEORGE G AND JOHN D]

ACADEMIC SKILLS



- “Academic Skills are made up of core of skills , such as academic writing , presentation skills and referencing ,which underpin more complex skills, such as critical thinking and reflective practice.” [Academic skills specialists , 2013]
- When academic knowledge is combined with strong professional skills such as leadership, communication in professional manner , team work etc... those types of skills make a person a very strong candidate on the job market.

SWAT ANALYSIS

STRENGTHS

- Professionalism
- Communication
- Determination
- Time management
- Customer experience
- Flexibility

WEAKNESSES

- Temper
- Impatience
- Basic IT knowledge

OPPORTUNITIES

- Public Service at University of Wales Trinity Saint David
- Market Development
- Technologies
- Major Contracts

THREATS

- Competition
- Human Resources
- Economics

PDP – CAREER GOAL

SKILLS (needed to be improve)	METHOD OF ACHIEVEMENT	COMPLETION
Advanced digital strategy knowledge	Continue studies at Trinity Saint David (Public Service)	Ongoing throughout study (2020-2024)
Communication	By practicing and always open for continuously development	1-2 years
Management	Practicing skills learn over the years and at university	2-3 years
Writing skills	Throughout study and practicing on writing presentations	first year of study
Leadership skills	Learn from experienced leaders such as tutor / work leader	During study 2020-2024
Enterprising	Studying at Trinity Saint David University	At the end of graduation
Presentation skills	Keep practicing by writing	By the end of the summer

CONCLUSION

A lot of opportunities we found today on the job market , most of them require some set of skills to become the perfect candidate.



To do that we necessarily need academic or employability skills in addition with knowledge and specialization in one or more areas.

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