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Professional Career Development

Table of Contents

Introduction.....	3
Reflection.....	4
Career plans	7
What employers want	8
Self-motivation	10
Learning Styles	11
Personal Development	13
Employment Goals.....	18
Personal Action Plan.....	19
Conclusion	21
Reference List	23

Introduction

My name is Andrei Stefan; I am 22 years old. Currently, I am working as an Uber Delivery Driver. However, I am planning to upgrade my job, as I want to become an Uber Taxi Driver. Based on my lifeline exercise, I have experienced a series of ups and downs in my life. Therefore, in order to accelerate in my professional field and to have a better life, I need to develop my professional career and enhance my capability. In this study, I shall be discussing the development of my essay using Gibbs Reflective Cycle. I also shall be discussing my career plans, as I am planning to switch my designation within Uber. I shall be also highlighting the requirement of the employers. In the later section of the study, I shall be discussing the factors that motivate me as an individual. A detailed personal development assessment will be provided with the help of SOWT analysis of mine. Later, I shall be discussing my career goals in order to describe the milestones I want to achieve undergoing my career empowerment. Moreover, I shall also provide a detailed personal action plan for future improvement.

Reflection

Reflection is a vital part for any assessment, as it helps in explaining various key factors associated with any development and planning related to professional environment. In this section, I shall be utilizing the “*Gibbs Model of Reflection*” to describe the development and progress of my essay. This particular model of reflection comprises of six key elements such as description, evaluation, conclusion, analysis, feelings and action plan (Denis, 2019).

Description

This element of this reflective cycle deals with the introduction of the situation, where the overall idea of a specific situation is described precisely as a part of the introductory activity. Further, discussion provides detailed information related to the role played by the individual under reflection (Smith and Roberts, 2015). In this context, I shall be discussing a plan related to my career development. In this context as a part of the description, I can mention that I am currently a delivery driver in Uber. However, as it has been a while that I have been in this particular position and I think I have gained enough experience to become a taxi driver in Uber. Additionally, in this study, the phases and requirements and the motivating factors will be discussed.

Feelings

This particular parameter under the reflective cycle defines the feelings of the individual regarding his or her roles and determinants for the change of feeling. In my case, I feel that in order to progress in life and empower my way of living, I always need to aim high and progress towards positive direction. In this context, I have gained experiences while working as delivery driver. Thus, this is high time that I must get a rise in my career, which is a crucial part of career development.



Figure 1: Gibbs Model of Reflection

(Source: Denis, 2019)

Evaluation

Evaluation section of the reflective cycle describes the positive as well as the negative sides of the experience (Denis, 2019). In my context, the positive side is the experiences I have. In case of the negative face, I really do not find any direct. However, I can point out that delivering products and transporting humans are different things. Thus, risk and responsibility will increase.

Analysis

This element of the model supports the analytical aspect of the situation (Smith and Roberts, 2015). This essay deals with the career development of mine and I am planning to improve my livelihood. The prime reason behind such decision is the craving for *career growth*. I do not like to stay firm on any particular designation of position rather I like to see myself going upwards. The thought of better lifestyle and livelihood has challenged me in doing so.

Action plan

Action plan is an important part of the entire reflective cycle. This helps in preparing strategy for the betterment and finding remedy of the career development process. Undergoing the essay, I shall be discussing my areas of concern using various personal development tools and identifying the factors need to be mended. Thereafter, a detailed action plan would be illustrated below.

Conclusion

Conclusion portion refers the assessment of the learning of the individual who has been undergoing the reflective cycle. Therefore, this is the final section, which sums up entire discussion and provides a detailed understanding. In my context, with the help of this reflective cycle, I shall be relating learning and will assess the impact on me.

Career plans

Career planning can be defined as a process that helps an individual to focus on the future scope of the individual professionally (Spurket *et al.*, 2015). Proper and effective planning of career has huge impact of the lifestyle of an individual, which undergoes the examination of career options and the professional development. Multiple noteworthy factors are there, which should be included while planning career scope. Firstly, the selection of field is important whether these are education, self-employment, training, employment or it is merely a voluntary work. In my context, I have opted for employment. Proper education and training in career selection play huge role as it helps in defining the competency level of the individual.

In my case, I have been working for Uber for a while as a delivery driver. However, I have received enough training and experience that I am currently looking for a switch toward the taxi driving. The education qualification I currently possess, it is enough for the switch that I have been planning for currently. In this context, proper identification of the priorities is another important aspect (Mikacic, 2015). In my context, I like to travel, and my planned career development will be going to aid and fulfill this specific priority providing me financial fluency as well. Career goals are also important for the planning of career (Lee and Lee, 2018). Goals in career may differ from person to person as some might wish for money; some may want to have greater position. In my context, I have been eyeing for both position and financial affluence through this career development planning. The switching of the job role will provide me great alternatives in work and it will help me in directing my career graph towards improvement.

In order to succeed in my plan, I have thought about transferring my job from a delivery driver to taxi driver as discussed earlier. In order to do so, I need to set up and priorities my long and short terms goals for this purpose. For instance, as a part of long-term goal for working, I need to enhance my communication skill, as I would need it frequently when I become a taxi driver (inspired by Boyle *et al.*, 2014). In addition to that, transporting human and delivering stuffs are different. Therefore, I need to improve driving skill to further level as a part of short-term goal. This is because I need to drive more cautiously on the road ensuring safety of the passengers.

What employers want

The development of career and the planning on the same context has huge inclination towards an important factor related to what the employers want from an individual. Thus, employability skills plays important role in this context (Cottrell, 2010). From the discussion in the class lecture, I have identified a number of key factors that employers always look for within an individual. “*Honesty and integrity*” are the two vital entities of any employee or candidate who is looking for job or career development. In addition to that, the trustworthiness is another important aspect. *Trust* is the binding factor on any company that helps in holding all the employees and the workforce together sharing transparency and bonding (Ugwuet *al.*, 2014). In addition to that, listening skill is another important aspect as it helps in better communication and information sharing. Additionally, adaptation ability means integration is another important part that employers look in the candidates.

Professional work culture runs and operates in multi-dimensional timeframe. Thus, a decent accuracy over *time management* is always necessary (Pieterseet *al.*, 2019). Therefore, this enables the employers to expect great time management skill from the candidates. Additionally, attention to detail, planning and management are the other key factors that employers look within an individual while recruiting. In case of demonstrating whether I have the aforementioned qualities that are essential for the employers, I do have majority of them. For example, I have been working as a delivery driver for Uber for a decent amount of time. Moreover, I have never been late in delivering any product to the destination and no complaints have I received regarding damaging or tampering of the products. This can be identified my time management and trust factor in professional etiquette.

I can demonstrate explaining the above example that I am very much confident about time management and I manage them quite decently. On the other hand, the effectiveness of my delivery records shows my management ability. In addition to that, the above example illustrates another important factor that I have never delivered damaged products to the destination. This has ensured my integrity and honesty, which is highly important for the reputation of the brand as well. Additionally, earlier I also have received high rating due to my behaviour and communication from the customers. This confirms my listening ability as well. Therefore, to sum

up the discussion I can mention that I have decent amount of qualities that the employers usually look within an employee, which would be helping me in my career development.

Self-motivation

Motivation can be characterised as term that has been derived from *motive*, which indicates the driving force that influence an individual to undergo some activities (Martinet *al.*, 2014). On the other hand, as the name suggests, self-motivation can be defined as a type of motivation that does not have any influence external influence. Therefore, the self-motivator are developed gradually depending various situations and internal needs. Self-motivation is highly useful for development irrespective of personal or professional context. In my case, the factors that help in self-motivation are sense of purpose, confidence, and recognition of value. As in the earlier section, I have discussed that I have working as a delivery driver in Uber and currently, I am looking to improve my job position becoming a taxi driver. In this context, I can mention that the self-motivating factors have played crucial role in developing the need for improvement. For instance, in my context, the experience has been a fundamental factor or self-motivation.

For example, I can identify the purpose as my motivator, which is self-developed. In case of self-motivation purpose in life plays an important role. This particular motivator helps providing a direction to life. Additionally, purpose defines the capability within an individual. In my case, I have identified that my purpose is to grow and develop myself in a better way. Purpose of improvement in career has driven me to take such decision where I am willing to change my job role. Due to my working tenure with Uber, I have gained much confidence in driving. Additionally, I have aim to become successful in life undergoing professional development. Thus, the need for empowerment has provided me purpose in life. Additionally, prosperity in job comes with the essence of recognition, which develops the motivation and mental peace. Thus, the thought of career development and a better and healthier lifestyle, I need such improvement and reaching the milestones.

Learning Styles

The term learning style is referred to a dynamic way in which students or any individual undergoes the process of absorbing information, comprehending and retaining them. It can be mentioned that learning styles may differ depending on the individual and his or her characteristics. According to the VAK model of learning style, there are three different types of learning styles, which can be identified across the human species. The styles are kinaesthetic, auditory and visual. Auditory learning style can be characterised as a style, which involves the utilisation of information transferring through audible media in terms of words, noise and sounds that are spoken to others or self. In case of auditory learners, they mainly depend on the audio outputs in terms of TV programs, listening to music, discussion, and others (Ibrahim and Hussein, 2016). This is comparatively a quick process of learning. Major characteristics of such learners can be witnessed as they often remember the names but forget the faces. These types of learners are prone to be disturbed by noise.

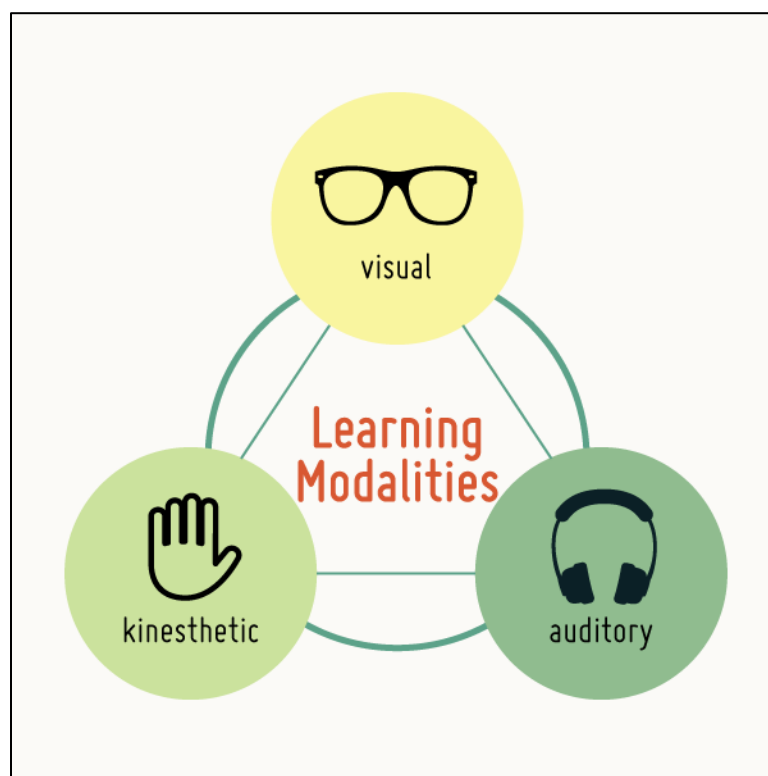


Figure 2: VAK learning style

(Source: Ibrahim and Hussein, 2016)

On the other hand, a visual style of learning refers the process where the concerned individual learns from the visual integration of various entities. In this learning method, the individual remains completely dependent on the eye. They learn from visuals such as notes, timelines, graphs, tables, charts, mind maps and posters. These types of learners are good at writing; moreover, unlike auditory learners they remember faces but forget the names. On the other hand, the final style is the kinaesthetic. These individuals are the people who learn from doing such as practical experiences (Yahya and Noor, 2015). In this style of learning, the entire process is related to the physical involvement. They like to enjoy games, they remember the incidents not the scenes or the talk about. In my case, I am a visual learner, who can remember every small note just by seeing them. Visual style of learning is highly helpful for the people like me who are in the profession of driving.

In this profession, we have to travel and drive in different cities and places, which the roads are different and landmarks are. In case of visual learning, this will be supportive for me in remembering the map of a road and city precisely. Earlier I have discussed in an example that I have never been late in delivery. The style of learning is another important aspect of the same. I can remember roads very easily even if I have visited only once. This enables to stay less dependent on maps. This increases safety while driving as the following of maps often leads to diverting attention from roads, which may lead to accidents. Hence, this style of learning enhances my efficiency and safety while driving. In the driving profession, it is a highly recommended factor that safety remains intact. Therefore, in my professional field this visual style of learning will be much beneficial for me in the entire process.

Personal Development

Self awareness tools that can be used by me have been discussed below:

Able to listen to others

As a taxi driver, I need to improve my listening skills so that an effective relation needs to be maintained between us. My listening skills will also help to increase my calmness so that I can tackle issues.

Time management skills

I need to improve my time management skills so that so that I can reach to my customers on time which in turn will improve quality of service.

SWOT analysis

Strength • I have technical knowledge • I know sound driving	Weakness • I fail to manage time • I am weak in communication to my customers
Opportunities • I need to learn traffic signals • I need to gain knowledge regarding road maps	Threat • I may face financial issues

Table 1: SWOT

Hello, I am Andrei Stefan and I am 22 years old. Now I am anUber delivery boy and I want to improve my skills so that I can easily able to become a successful taxi driver.Here is my Personal Development Plan.

What do I want to learn?	What do I do to achieve this?	What resources or support I need?	What will my success criteria be?	Target dates for review and completion
To gain confidence in	I need to practice and improve my	People with whom I can share	Briefs of the study or	June 2020

talking to larger groups regarding my own work	skill for communication and gain lots of confidence so that I can become a good speaker and communicate regarding my operations that I have done to accomplish my project.	my point of views and at the time of communicating with the consumers I have to co-ordinate with others for better relationship evaluation.	assignments which entitle us to present or speak regarding my work.	
Learn more regarding how to drive a taxi and use of other equipment in a taxi	I have to practice a lot and do multiple experiment. The process of learning is not at all easy, it requires hard work, dedication and will power.	I have to gain knowledge regarding the techniques to drive a taxi. I have to improve my supervision skills as well.	Put on taster session on different techniques to be used in the taxi and many more.	July 2020
I need to improve my technical training	At the time of doing some technical work I have observed that I am unable to get the process midway. So my activity incorporates proper understanding the techniques and that	I have to learn technical stuffs such as how to fix tyre pump issues, internal heat burning issues and any more to fix problems easily.	Essential equipment that are crucial for executing or evaluating the technical work is necessary. Furthermore, proper	June 2020

	methodologies that are used to accomplish the entire technical operations needs to be analysed very carefully.		assistance of the teacher is also important to understand the work properly. Moreover, a little insight into that works best for executing or resolving the technical issues are also necessary for this.	
Proper time management skills	Sometimes, I have analysed that I am not good in deadline meting and work submission on time. So as a result, I have experienced lots of difficulties in my life. To improve my time management skills have to make a To-Do list, after	I have to assign works as per the deadline.	Maintaining and work effectively as per the To-Do list and prioritize work accordingly.	August 2020

	getting work I have to prioritize my work as per the assigned deadline so that I can do it quickly. There are many other ways that needs to be analysed and do for improving the skills are “overcome procrastination”, “deal with Stress Wisely”, “avoid Multitasking”, ”start work early”. So I have to manage my work priorities to become accomplish it.			
Widen my understanding regarding leadership	In order to improve my leadership skills and become a good leader I have to accomplish my leadership development program and	Follow and read leadership skills	I have to complete the entire assessment survey and send a report to my higher authorities with an	September 2020

	follow the path and think like a leader. Moreover, I have to understand their paths and theories for improving my skills. If I improve my leadership skills then it will help me to become a leader of car union.		assessment reports. Moreover, I also have to assure all the leadership program meetings for a better understanding of the thinking styles of the leader.	
To become an active listener	Sometimes, I skipped some topics that are discussed within the workplace and as a result, unable to arrange everything at the end of the day. In order to improve this skill I have to make a good habit of listening others. I have to be aware of all the aspects that happened in front of me.	Try to listen everyone and donot interrupt while someone is speaking	I have to be focused at the time of listening to others, information drill downing, and summarisation of the listened speech.	August 2020

Table 2: Personal Development Plan

Employment Goals

As per the statement of Nordet *al.* (2018), the term “*employment goals*” refers to the deciding the type of abilities, knowledge to construct and meeting the objectives regarding the salary and others. Moreover, as an Uber delivery by I am unable to accomplish my dreams properly. So my aim is to become a taxi driver and for that I have to train my-self and grab new objectives to become successful.

Knowledgeable driving abilities and a comprehensive understanding regarding the traffic signalling system

I am good in delivery but sometimes I have also encountered various issues with the signals and as a result, I paid some fine as well. In order to become a successful taxi driver, I have to brush my knowledge regarding driving capabilities and gather a good knowledge regarding signalling system for improving my performance.

Good geographical knowledge

It is one of the most essential as well as important skills that needs to be improvement to become a good taxi driver. Sometimes, it happens that due to heavy traffic main roads blockage occurs. To get rid of disgusting traffic, a driver must have a good road knowledge so that they can easily able to drop their passengers (Ji, 2018). I have to improve this knowledge for improving my performance.

Sensitivity and the ability to deal with customers from various backgrounds

People comes from different cultural background and as a result, communication or most specifically language barriers may occur. So as a driver I have to improve my skills so that I can easily able to communicate with my passengers. As a driver my main motive is to meet all the requirements of my passengers and drop them into their location quickly and safely.

Interpersonal skills

It is another essential aspects that needs to be improved within me for a better presenting skills. Proper presentation skills is also necessary to become a good driver. Consumer will choose bold and smart drives who can drop them securely to their drop location within the given time without

any hassle (Ekakoro, 2018). In addition to that, to become a successful driver I have to become responsible as well.

Personal Action Plan

In the present study, personal development plan will be designed so that individual's quality can be enhanced. Some of the qualities that are needed to be taken into consideration have been discussed below:

What do I want/need to learn?	What will I do to achieve this?	What resources or support will I need?	What will my success criteria be?	Target dates for review and completion
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My need to improve my communication	In order to improve my communication skills I need to take part in communication with other colleagues so that I can express my viewpoint. In addition to that, I need to take part in group activities so that I can communicate with my team members	In order to improve my communication skills I would like to request my management to increase employees within the organisation so that I can communicate with them.	I have to also improve my self confidence so that my communication power can be boosted	In order to boost my communication I need two weeks
I need to increase my time management skills			I would need to complete maximum rides within an 8 hours of my functioning	In order to improve my time management skills I need 4 weeks
I need to improve my traffic knowledge	In order to boost my time management skills I need to follow time table so that I can complete maximum taxi rides within a	In order to design the timetable I would like to buy a	I need to buy resources to gain knowledge about	I need 8 weeks to boost my traffic knowledge

	short span of time In order to improve my traffic knowledge I need to improve my technical knowledge	watch .	traffic signals	
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Table 3: Action Plan

Conclusion

Thus, after completing the study, I have noted that in future I need to be uber taxi driver so that my carrier prospect can be boosted. In addition to that, I have face communication and time management issues. Further, it has been noted Individuals need to improve their patience to deal with customers. Lastly personal learning techniques have also been discussed.

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