

EMPLOYABILITY SKILLS INDIVIDUAL PRESENTATION

Academic and
Employability Skills
(BMSW4001_LON)

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INTRODUCTION

Analysis on my employability skills in relation to my future career.

The main goal is become a Restaurant Manager.

Development and learning new skills.

RESTAURANT MANAGER

Excellent interpersonal skills

Great business awareness

Strong written and oral communication

Strong planning and organisational skills

Work independently and make decisions confidently



SKILLS DESCRIPTION

Time Management

How you personally relate with the allocation of your time and managing it effectively.

Planning

It's the act of deciding how to do something.

Decision Making

A decision maker is a person who decides, especially at a high level in an organisation.



SWOT ANALYSIS

Strengths:

I feel fast and quick in completing tasks;

I'm a great listener;

I have a clear and precise idea of my future career.

Opportunities:

Understanding how to prevent and improve;

Declutter;

Everyday practice.

Improvement Plan:

Effective timetables and ownership of deadlines;

Weekly list on crucial points;

Different environments to practice.

Weaknesses:

Often it takes me more time and effort to focus;

Struggling to create long term plans;

The importance and the consistency of the decisions.

Threats:

Lack on flexibility;

Overthinking;

Lack of knowledge.

CONCLUSION

Great impact of improvement on the small challenges I face;

Weaknesses and threats to be dealt with;

Decisions' growing consistency.

REFERENCE LIST

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