

BMSW4005

Professional Career Development

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Introduction

To everything in life that we put our minds to, whether it's school or work, we all need Professional Career Development.

Among others I am going to reflect upon how to use it in the achievement of our goals, moreover, how to deal with self-advocacy and self-assessing of our engrossments and interests.

In this report, I use my own experiences to show how different learning methods and learning styles can help me approach several key elements with more confidence and how I can get a job with a better

chance of convincing employers.

For a better understanding of learning I am also going to apply Honey and Mumford theory and Kolb's learning theory as I learned of it each semester this year, I am confident to use it every time.

Main Body

Being a leader or manager is always a big responsibility, even if you have many years of experience and a high level of education. As I have said many times, I have always had the ambition to be a footballer and I have made a lot of progress to fight for my dreams. I went to a football academy and after I spent 3 beautiful years there at the age of 17, I received a declaration from RCD Mallorca. I was very happy until I got injured and it seemed like what I dreamed about in my whole life since I was a child is not going to happen no more. So, I have not played football anymore at a higher level, but to help my mother since she raised me and my sister alone, I went to work for a security company where my mother was working as well.

I knew that because of football I gained skills on how to motivate a team, how to coordinate them at the right time, how to make decisions or how to be empathetic if needed. I was working for formula1 team as a coordinator at VIP paddocks or Black Rock investment management company which is the largest shareholder in many of the world's best-known companies. These years I gained experience like supervising, planning, and how to allocate my time or making decisions on my own while I also take responsibility for them and developing the skills of my staff.

With the Viking Cruisers boat, I have been responsible for all the tasks relating to hospitality, for example my responsibility was to welcome the guests, to show them around, write the schedule of the employees both front and back of house, ordering food supplies and drink for the employees and guests as well. I learned all the soft skills such as adaptability, flexibility, and problem-solving skills which I can use as a benefit at my current job as well.

In school after long years, I learned how to analyze a financial situation, how to establish goals and objectives, how to be monitoring and reviewing a financial plan and the whole process of the market research to reach the most effective way my target audience to overtake the competition.

Objectives

"If you want to live a happy life, tie it to a goal, not to people or things. (Einstein)

However, our dreams and goals require commitments in fact our objectives should not be influenced by anything, because the goals set, and the results achieved show exactly what the goal is.

Therefore, the most important thing is to see exactly what the main objective or goal is and see the process of how to achieve them.

My university helped me a lot to identify my weaknesses and helped me in that as well as how to develop my skills.

As a manager I was responsible for a group of 7 but for the new position as a market research analyst my responsibility would be even higher than my previous position required.

I have a lot of ideas on how to reach the target audience and how to make a company 2 times more efficient with less investment and working on how to economize on the financial sector with my new technics.

I also know that I need to work on my communication skills and not to be too detail oriented which I will talk about at the following table of the Personal Development Plan.

Personal Development Plan

Here I have my own Personal development plan:

What is mi goal?	Which of my strengths I going to apply to reach my goal?	What tools I Need to use to achieve my goal?	What opportunities will given after this method?	Who is going to be my support?
To more effectively communicate with my employees.	My confidence, my perseverance, and the development of my mind which is more important to me than anything else	Online articles, workshops, books.	New opportunities at work to better communicate about my plans and help to developing my employees.	My teacher Michael at online workshop lessons and Brian Tracy while I am reading his books.
What is mi goal?	Which of my strengths I going to apply to reach my goal?	What tools I Need to use to achieve my goal?	What opportunities will given after this method?	Who is going to be my support?
I want to be less detail oriented.	My focusing skills and my flexibility skills.	Online workshops	Less conflict with the staff, less stress at working relating responsibilities.	Online workshops, Books.

Kolb's Experiential Learning Theory & Learning Styles

According to Kolb's experiential learning theory (Kolb 1984) learning here is like a process but the learning has nothing to do with the outcome, the learning is based on incremental experiences while the knowledge is being modified and reorganized.

Kolb believed that, ideally, learners progressed through the stages to complete a cycle, and, as a result, transformed their experiences into knowledge. The second part of Kolb's Theory focused on learning styles, or the cognitive processes that occurred to acquire knowledge.

The learning cycle theory consists of 4 stages which are: Concrete learning (concrete experience) Reflective observation, Abstract Conceptualization and finally active experimentation.

The process and goal of education are one and the same thing" (Dewey 1987)

Kolb's Four stages of Learning

Concrete experience-(Feeling) The first level is concrete experience which is based on the experience of other people. Most people prefer to listen rather than give an opinion on something, so this level helps to find out what people think about things what is their opinion.

In reflective observation-(Watching) We are the ones who observe the information, looking at the environment from different perspectives, work or analysis that is done by others, and we learn from it, in my case in particular, a leader must always have a good idea of what he says and what he does, because the workers follow the leader's ideas.

Abstract Conceptualization-(Thinking) This stage is based on planning and accurate observation, thinking is essential, planning every situation and drawing conclusions in a comprehensive way, this is what is known as an act based on an intellectual basis.

Active experimentation-(Doing) At the last stage the individuals are ready to do their activities on their own, people are also open to challenges, and they are open to risk-taking.

Learning is defined as *"The process whereby knowledge is created through the transformation of experience. Knowledge results from the combination of experience of grasping and transforming experience."* (Kolb, 1984, p. 41).

Kolb's Learning Styles

Diverging

This style is labelled as an original and creative approach, instead of looking at concrete experiences in terms of actions, individuals tend to evaluate them from different perspectives.

Assimilating

This learning style focuses on reasoning. Individuals who exhibit this learning style can review facts and evaluate experiences. They design experiments and develop projects from start to finish.

Converging

This learning style emphasizes problem solving as an approach to learning. Individuals who like this learning style can make decisions and apply their ideas to new experiences. Unlike Divergers, they tend to avoid people and perceptions and prefer technical solutions.

Accommodating

The demand style is adaptive and intuitive. These individuals lead their experiences by trial and error and tend to find the answers themselves. They can change their ways according to circumstances and generally have good people skills.

Honey and Mumford theories

Honey and Mumford have divided the learning style into 4 parts: **Activists, Reflectors, Theorists and Pragmatists.**

Activists- I can say I feel I am an activist because activists are open to the world, they are extremely colorful personalities, they always know what to do and they really like to try new things. They never forget what their goals are, they prefer to always being challenged and they really like to work with others to learn and support each other.

Reflectors- It is very similar to the theory of Kolb's (Reflecting Observation) Because they prefer to stay in the background and observe how others act and process things. Reflectors are very thoughtful as well; they leave time to think for themselves and they prefer to learn based on observational activities.

Pragmatists- They prefer to experiment with things instead of discussing it for a long time, basically they prefer to learn by doing, simply they are using the real life to apply their ideas, theories, speculations and new ideas.

Theorists- They do not rely on their own emotions, the only thing that drives them is a logical and proven method. They never deal with unfounded things till they are not sure that it really works. They prefer to work with evidence and statistics.

SWOT Analysis

"The SWOT process involves a critical assessment of the company's strengths and weaknesses in relation to the markets, which it seeks to serve, and in comparison, with the known strengths and weaknesses of competitors". (Strategic Leadership Making corporate plans work by Adrian Davies 1st edition 1991. Woodhead – Faulkner p17)

Strengths

My strength above others is that I can motivate my team very much because I am an optimist person and people love working with me. The vibe is always happy, and everyone supports each other like a big family, that is why my team always reaches the target because our workplace is not full of fears just full of love and support, and it increases also productivity.

On the other hand, I have an extremely good technical skills, I am not scared to take advantage in busy hours and support my team at the bar or even in the kitchen.

The manager only deserves a promotion and gets this privilege when he is ready to coach others because his training has fully finished, and he knows everything about his industry.

I can say I have a strength in languages as well because I speak fluent Hungarian, German, (Switzerdeutsch) Italian, and English.

Weaknesses

I realized when I became a team leader a few years ago that I have problems with my time management. I met my deadlines and usually reached the schedules on time but always on the last day or last minutes and I decided to end this habit, so I took classes on project management to resolve my habits and think about it as a bad habit from the past.

I try to organize my regular days better, for example I made several times to-do lists and used my calendar more often, as a result of this I am always posting the Rota at the workplace on time does not like before.

Opportunities

I am keen to gain more experience as a market research analyst and finally do what I was taught for in the last 2 years.

I am not scared to learn from experienced people from the same sector and develop my learnings into knowledge and experience.

According to the Bureau of Labor Statistics, the job outlook for market research analysts is expected to grow 19 percent over the next 10 years, which is much faster than the average for all occupations.

Threats

As I mentioned before, this profession growing extremely fast that I could have more competitors and young talents from different universities with different ideas.

It is also possible that with new technologies it will be easier to follow the market and work out new ideas to keep updating ourselves.

That is why newcomers always means Threat” but I will be working on that to keep updating myself as well and always be the sharpest.

Conclusion

Based on my study, Professional Career development is important to planning a career and identify our abilities, strengths and weaknesses etc.

Essential for our own development to becoming better at the workplace and finding our gaps and helps in resolving them as well.

It helps to have a vision and understand the goals of the future and how to get these opportunities when it comes.

With a better vision I can easily gain more confidence and competence after this module.

References:

Davies, A. 1st edition 1991. Woodhead – Faulkner p17)

Honey, P. and Mumford, A. (1986a) The Manual of Learning Styles, Peter Honey Associates.

Dewey's, J. (1897). Famous declarations concerning education. First published in The School Journal, Volume LIV, Number 3 (January 16, 1897), pages 77-80.

Kolb, D.A. (1984). Experiential learning: experience as the source of learning and development. Englewood Cliffs, NJ: Prentice Hall.

Online:

Bureau of Labor Statistics available through:

<https://www.bls.gov/ooh/business-and-financial/market-research-analysts.htm#tab-6>

Einstein, A. Available through:

<https://www.quora.com/To-live-happily-should-we-follow-the-famous-quote-of-Albert-Einstein-that-says-If-you-want-to-live-a-happy-life-tie-it-to-a-goal-not-to-people-or-things>

Honey and Mumford Learning styles, 2017 available through:

<https://www.eln.co.uk/blog/honey-and-mumford-learning-styles>

Kurt, S (2020) Kolb's Experiential Learning Theory & Learning Styles available through:

<https://educationaltechnology.net/kolbs-experiential-learning-theory-learning-styles/>

McLeod, S. (2017) Kolb's Learning Styles and Experiential Learning Cycle 2017 are available through: <https://www.simplypsychology.org/learning-kolb.html>

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<https://www.theclassroom.com/honey-mumford-learning-style-theory-10038576.html>

Appendix:

Private & Confidential Application for Employment

To ensure that you are able to complete the application form in full, please refer to the short-listing criteria on the job description.

Position Applied For	Market Research Analyst
How did you learn about this vacancy?	Social Media Advartisemnet

Title		MR	
Surname		Fiola	
Previous Name			
Forenames		David Renato	
Address		London, Brent ST 28/A	
Post Code		NW4 2ET	
Telephone number		Mobile No	07342362342
E-mail address		Miljkovic17@gmail.com	
National Insurance Number		SZ472456A	

1a. Additional Information				
Do you hold a full, clean driving license valid in the UK?	Yes	X	No	
Do you have the right to work in the UK without restriction? (Proof of right to work in the UK ID will be required)	Yes	X	No	

2. Employment History

The last 5 years employment should be detailed, including any gaps in employment.

Please continue on a separate sheet if required.

Current or Most Recent Employment					
Employers Name			AZZURRI GROUP		
Address			35 PADDINGTON St, London		
Postcode			W1U 4HQ		
Job Title			MANAGER		
Dates of Employment	From	2018.02.12	To DATE CURRENT	Date	
Reason for leaving	<i>no longer growth opportunities in my career</i>		Salary	42000	
Brief outline of main responsibilities and key duties			My responsibilty is to coordinating, and optimizing front and back of house restaurant operations, <i>controlling operational costs and promoting efficiency, managing recruiting, training and supervising staff and dealing with dealing with customer inquiries and complaints moreover ordering and dealing with supplies.</i>		

2. Employment History

The last 5 years employment should be detailed, including any gaps in employment.

Please continue on a separate sheet if required.

Current or Most Recent Employment					
Employers Name					
Address					
Postcode					
Job Title					
Dates of Employment	From		To		
Reason for leaving			Salary		
Brief outline of main responsibilities and key achievements					

Previous Employment					
Employers Name					
Job Title					
Dates of Employment	From		To		
Reason for leaving			Salary		
Brief outline of main responsibilities and key achievements					

Previous Employment				
Employers Name				
Job Title				
Dates of Employment	From		To	
Reason for leaving		Salary		
Brief outline of main responsibilities and key achievements				

Please continue on a separate sheet if required.

3. Formal Qualifications and Training & Development				
Continue on a separate piece of paper if required. You will be required to provide original qualification certificates if successful.				
Secondary Education Qualifications				
Name of Qualification	Date Gained	Level	Grade	Awarding Body
High School Diploma	2015	3	B	Swiss International School

Further/Higher Education Qualifications				
Name of Qualification	Date Gained	Level	Grade	Awarding Body
Bachelor of Business Administration	2017	4	B	SBS Swiss Business School

Professional Qualifications				
Name of Qualification	Date Gained	Level	Grade	Awarding Body

CPD / Training and Development	
Brief description / course title	Date Taken
I worked for a shipping company for 3 years as a coordinator and I gained experience to dealing with customers and leading a group of people. Regarding my company is a British dinning restaurant chain and they have a partnership with Viking Cruisers I could have an oportunity in my career to become a manager in London.	

4. Interests and hobbies

Please provide details of your hobbies / leisure activities / voluntary work

Soccer, swimming, tennis, drawing, driving,

5. Referencing

Referencing required for 2 full years (with a minimum of 2 references). At least 1 reference should be your current of most recent employer. Please confirm any existing personal / family relationship with existing PRC employees

References (Current or most recent employer)			
Name of Referee		Johann Sternberger Wetzlar	
Job Title		Vice President of Operations	
Employers Name		Azzurri ltd	
Address		25 CHAPEL St, LONDON	
Postcode		NW1 5DH	
Telephone Number	07446143455	Ext. Number	
E-Mail Address		Sternberger96@gmail.com	
Are you willing for this referee to be approached prior to interview?		Yes No	

References			
Name of Referee			
Job Title			
Employers Name			
Address			
Postcode			
Telephone Number		Ext. Number	
E-Mail Address			
Are you willing for this referee to be approached prior to interview?		Yes No	

6. Reason for applying

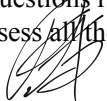
Please detail below reasons for applying for the position including your skills, experience and attributes.

It would be definitely the next level in my career, regarding I have already experience as a manager and I possess the knowledge inside the market , I can easily give a new momentum for the team since I just graduated I have new ideas to make impact on the organization.

Please complete the following declaration and sign it in the appropriate place below. I certify that:

- All the information given to me on this form is correct to the best of my knowledge
- All questions relating to me have been accurately and fully answered
- I possess all the qualifications which I claim to hold

Signed:



Date: 12.04.2021

Print Name: David Renato Fiola