



Academic & Employability Skills

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Introduction

- ▶ Academic and employability skills are defined as the skills which are necessary for individuals in order to get a reputed job (Walsh, Holloway and Lydon, 2018).
- ▶ Core academic skills are the one that gain from school and colleges. The practical application of academic skills in workplace environment is tends to employability skills.

Academic and employability skills

► Academic skills

For every individual, it is necessary for them that they need to develop academic skills. Academic skills are referring to skills which helps an individual to become an efficient learners

► Employability skills:

Employability skills are defined as a transferable skills that is necessary in every type of job.



Importance of employability skills

- ▶ It will help in remaining competitive in the market which assist in achieving the goals that is decided for their career (Dennis, Lemon and Louca, 2018). For a small cafe, it is necessary that the entrepreneur need to stay competitive in the market.
- ▶ Employability skills are necessary for a person to open their cafe in which they can be able to use their critical thinking and other employability skills. It makes a person successful, and their business can easily grow as they achieve their goals and objectives.

It is very necessary for an individual to clear out what have to be done in future.

Collaboration and teamwork:

In the career of entrepreneur where a person wants to open their small cafe needs to understand that they should focus on collaborative and teamwork.

Adaptability: Adaptability is becoming necessary as day by day the business environment gets very dynamic in nature.



Swot analysis

- ▶ In addition to this, a person needs to analyse their current skills with the help of tools and techniques. For analysing the current skills, a person should use some important tools and techniques (Waldrop, G.L., 2017).
- ▶ It is found that SWOT analysis tool is an effective model which person to analyse their current skills. It consists of four important elements that are strengths, weaknesses, opportunities and threats. These can be analysed with the help of table below:



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Strength	Weaknesses
• I found that I am good at adaptability skills. • My problem-solving skills is also very effective.	• Lacking in collaboration and teamwork. • I also found that my creativity is not as much as good.
Opportunity	Threat
• As an entrepreneur of small cafe, I have an opportunities to use my critical thinking. • I found that day by day the environment get dynamic and due to my adaptability skills, I will be able to take competitive advantage.	• I have a threat that due to today's complex business environment will lose my confidence. • I also have threat as I have not enough patience.

Personal development plan

Skills	Why is necessary?	How it improves?	How it measures?
Creativity	Creativity is necessary for individual for the purpose of effective solutions.	This can be improved with the help of engagement activities that demands innovative solutions.	For measurement purpose, the competition result is effective.
Professionalism	Today's professionalism becomes very important in business life.	Taking class of personality development is necessary for improving professionalism.	I will have to analyse the feedback from my subordinates so that I will let top know that professionalism is developed or not.

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Collaboration and teamwork	Collaboration and teamwork are very necessary in organisation as it assists in achieving a common goals.	This can be improved with the help of more engagement and motivation towards achievement of organisational goals.	This is necessary to measure the performance. This can be done with the help of analysing that common goals achieve or not.
Critical thinking	Critical thinking is a skill in which a person is analysing the situations in an effective way.	This can be improved with the help of mediation as it helps in giving peace to the mind.	By analysing the decision success rate.

CONCLUSION

- It can be concluded from the above discussion that a person should possess employability as well as academic skills. In the case of entrepreneur, it is analysed that they need some important skills such as critical thinking, creativity, collaboration and teamwork, etc. In addition to this, individual need to analyse their current skills and knowledge so that they are able to know the areas for improvement. This can be done with the help of SWOT analysis tool which results in effective action plan. With the whelp of an effective action plan, a person is able to develop all core competencies which makes their dreams in reality.

References

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