



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David



Digital Skills for Employability

Presenter: Jess Hill



www.uwtsd.ac.uk/library



@UWTSlib



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Meet the Digital Skills Team



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Book us: bit.ly/UWTSD-DSA-Booking-form



Roger Covello
Principal Learning
Technologist
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Today's session



CV Writing



Managing a professional online presence



The Employability Jisc Discovery Tool



Gaining confidence in your digital skills to prepare for the workplace



Creating and enhancing your LinkedIn profile and LinkedIn Learning



How to gain digital badges and LinkedIn Learning certificates to evidence your digital skills

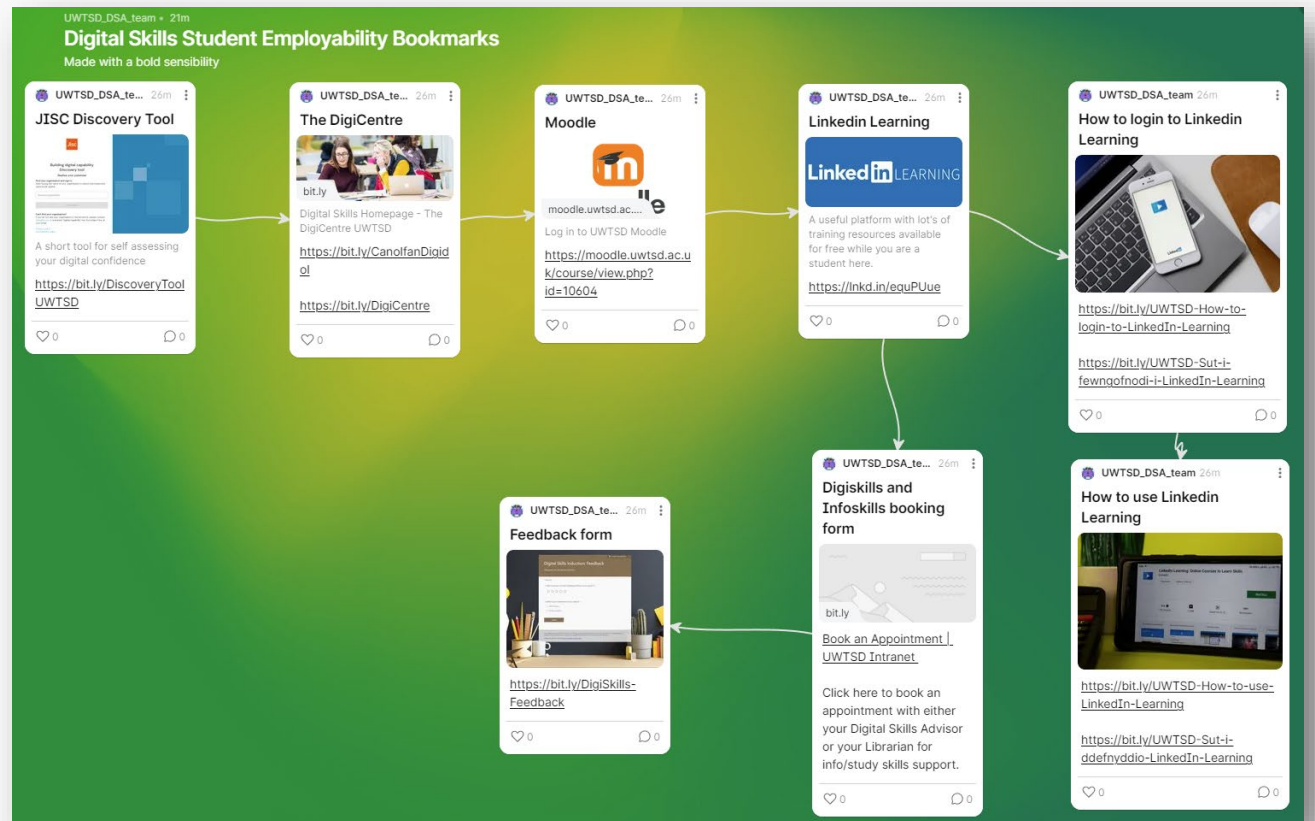


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Links for the session



bit.ly/ds-emp-padlet



Be inspired...

**PREPARE YOURSELF TO
BE EMPLOYABLE**

KATIE COURIC

PICTUREQUOTES.com



Importance of Digital Skills

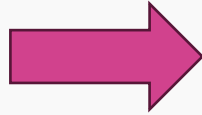
Digital skills are becoming more important in the workplace:

- Over 80% of jobs advertised in the UK require digital skills ([GOV.UK](https://gov.uk)).
- 27% of UK workers say that they lack the sufficient digital skills required for their job role ([Oxford College](#)).
- Investing time in enhancing your skills and collecting proof of your achievements, such as certifications and digital badges could improve your employability.



CV Writing

Navigate to **Word**



Templates



Search for **resumé**



[This Photo](#) by Unknown Author is licensed under [CC BY](#)



Digital footprint

The data you leave behind when you use the internet ... or when someone else publishes information about you.



Digital footprint = Electronic Tattoo

- 70% of employers look at candidates' social media during the hiring process.
- 54% rejected candidates based on what they found.

([Harvard Business Review](#))



Promote a positive online presence

Use it to showcase:

- **Professional qualifications and skills.**
- **Creativity.**
- **A professional image.**
- **A wide-ranging and well-rounded range of interests.**
- 78% of employers believe that current employees should maintain a work-appropriate social media profile.

[\(StandOutCV, 2022\)](#)



LinkedIn Profile

- Include a professional good quality photo.
- Get someone to review your profile.
- Make connections – follow leaders in your industry.
- Engage in the community.
- Look at other people's online profiles for inspiration.

<https://www.linkedin.com/>





Jessica (Jess) Hill
Digital Skills Advisor
Carmarthen, Wales, United Kingdom · [Contact info](#)
120 connections

[Open to](#) [Add profile section](#) [More](#)

Analytics
Private to you

21 profile views
Discover who's viewed your profile.

16 post impressions
Check out who's engaging with your posts.

13 search appearances
See how often you appear in search results.

Resources
Private to you

Creator mode [Off](#)
Get discovered, showcase content on your profile, and get access to creator tools.

My network
See and manage your connections and interests.

Show all 5 resources →

About

Educated to MA level, Jess Hill has proven that she is adaptable and driven when it comes to learning new skills. After completing a PCET teaching qualification, she engaged in the role of Digital Skills tutor for Learning Pembrokeshire supporting adults in gaining confidence to improve and enhance their technological skills. I am now proud to be working for the University of Wales Trinity St David as a Digital Skills Advisor.

Activity
121 followers

[Start a post](#)

Jessica Hill commented on a post · 1d

Congratulations Dr Jayne Griffith Parry so well deserved 🎉

👍 You and 108 others

82 comments

Jessica Hill reposted this · 1mo



UWTSD digital degree helps apprentice transform patient health care

uwtsd.ac.uk · 3 min read

👍 50

3 comments

Show all activity →

Experience

**Digital Skills Advisor**
University of Wales Trinity Saint David · Full time
Jul 2022 · Present · 8 mos
Carmarthen and Swansea

**Digital Skills Tutor**
Pembrokeshire County Council · Part time
Sep 2021 · Jul 2022 · 11 mos
Pembrokeshire, Wales, United Kingdom

**Assessment Operations Administrator**
The International Baccalaureate
Apr 2012 · Apr 2014 · 2 yrs 1 mo
Cardiff, United Kingdom

[Edit public profile & URL](#) [Add profile in another language](#)

Promoted

**Build your brand**
Get all the essential tips to build a stronger brand on LinkedIn

**Get Pay Right w/ Payscale**
A custom demo specific to your organization's size & industry.

**Collection Pot**
Online Group Collections for Leavers, Retirements, Birthdays and more.

People also viewed

**Chloe-Carys Savory** · 2nd
Hywel Dda · Healthcare Apprentice
[Connect](#)

**PRP Training** · 3rd
Work Based & Vocational Training
[Connect](#)

**Liz Jenkins** · 3rd+
Experienced Equality, Diversity and Inclusion Manager - semi ...
[Connect](#)

**Tamara Paige Lewis** · 1st
BA MSc PCET Digital HE Academic Developer
[Message](#)

**Jamie McBride** · 3rd
Product Application Designer at Treham Automotive Engineering
[Message](#)

Show more ▾

People you may know

**Nicky Hammond**
[Connect](#)

**Ella Staden-Coats**
Press and Media Officer at University of Wales Trinity Saint David
[Connect](#)

**Megan Jones**
Human Resources Administrator at University of Wales Trinity Saint David
[Connect](#)

**Laura-Cait Driscoll**
Civic Engagement Development Officer within the Inspire Department at the University of Wales Trinity Saint David
[Connect](#)

**Assessment Operations Administrator**
The International Baccalaureate
Apr 2012 · Apr 2014 · 2 yrs 1 mo
Cardiff, United Kingdom

☐ Coordinate the candidate registration process to ensure that all data is accurate and up to date. This involved resolving status codes to overcome any potential problems with the registration. Invoice ...see more

**French Speaking Export Assistant**
Beammach
Jul 2011 · Nov 2011 · 5 mos
Caerphilly

☐ Ensured all orders were actioned, managed and despatched in a timely manner using the company's MRP systems, to meet the time frame agreed with the customers. ...see more

Education

**University of Wales Trinity Saint David**
MA in European Studies: specialising in Translation, Translation
2007 · 2009
Grade: Pass
Activities and societies: Member of windsurfing club
Development and delivery of presentations on international relations

**University of Wales Trinity Saint David**
PCET, Teaching
Sep 2020 · Jun 2021
Grade: Distinction

**University of Wales, Cardiff**
Transfer to Bachelor of Arts (BA) International Business Management (French and German); International Business
2005 · 2006
Grade: 2:1
Activities and societies: Member of trampolining club
Student Alumni representative for Class of 2006.
Completed module in European Law

Show all 4 education →

Licenses & certifications

**Learning Module 3.11**
LinkedIn
Issued Sep 2022
[Show credential](#)

**Teaching English as a Foreign Language Course (120 hours)**
The TEFL Academy - Leading EFL Teacher Trainer Provider
Issued Jul 2015
[Show credential](#)

Volunteering

**Admin assistant and mentor**
Bipolar UK
Apr 2009 · Jul 2011 · 2 yrs 4 mos
It was extremely rewarding to help and guide less fortunate individuals, putting strategies in place to lead a more fulfilling life. Their appreciation meant a lot and was satisfying work.

**Marine, Forest research and community development volunteer**
Global Vision International
May 2007 · Jun 2007 · 2 mos
Animal Welfare
Stayed 6 weeks in an island off Kenya. Work involved looking after the primates and preserve their welfare in their own habitat. Various survey techniques were used like observing their behaviour in order to i ...see more

Skills

[Demonstrate skills](#) [+](#) [✎](#)

Microsoft Office

**Ivana Curcic**
Academic Liaison Librarian / Llyfrgellydd Cyswll Academaidd at University of Wales Trinity Saint David
[Connect](#)

Show more ▾

Groups you may be interested in

**South Wales Business Contacts**
26,983 members
[Join](#)

**CIUP: Library, Information and Knowledge Professionals**
27,584 members
[Join](#)

Show more ▾

Promoted

**EuroShop 2023: Trade Fair**
EuroShop 2023: the world's no. 1 trade fair for retail industry.

**Cold Laser Therapy**
Pain Relief & Anti-inflammatory Equipment for Your Practice. Watch Video!

**Let's start together.**
We've got the resources to help you succeed with LinkedIn ads.

Licenses & certifications

**Digital Proficiency and Productivity badge**
Prifysgol Cymru Y Drindod Dewi Sant / University of Wales Trinity Saint David
[Show credential](#)

Skills: Digital proficiency
 ICT_Proficiency_badge (1).png

**Information, Data & Media Literacies Digital Skills at UWTSD badge**
Prifysgol Cymru Y Drindod Dewi Sant / University of Wales Trinity Saint David
Issued Dec 2023
[Show credential](#)

“

What is LinkedIn Learning?

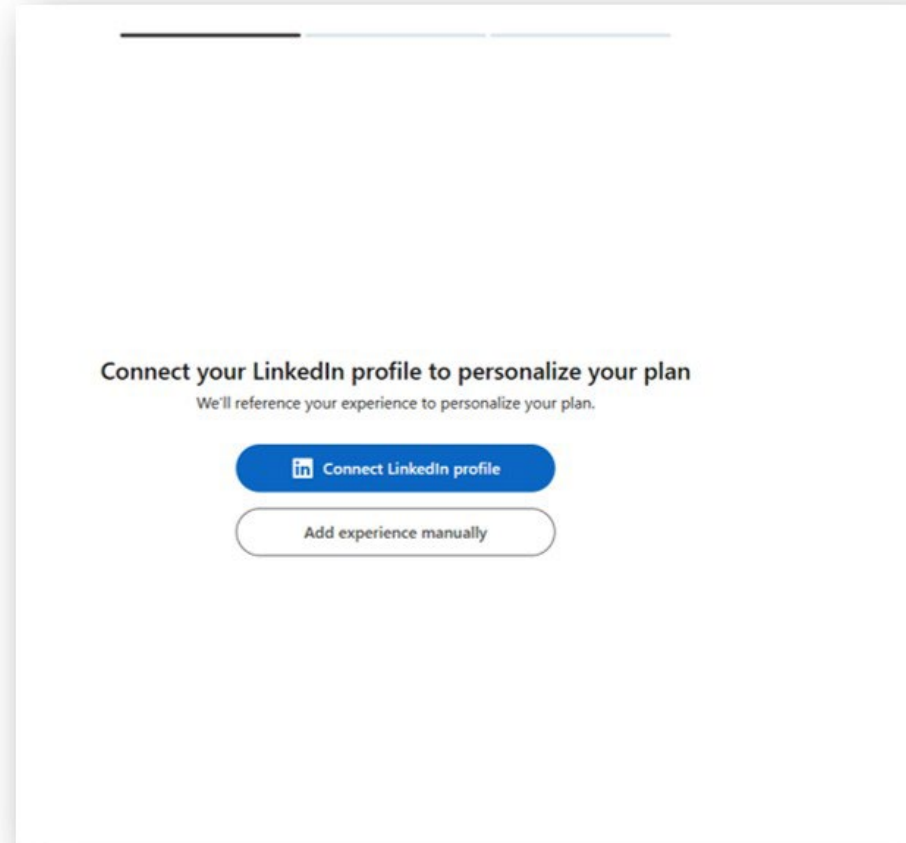
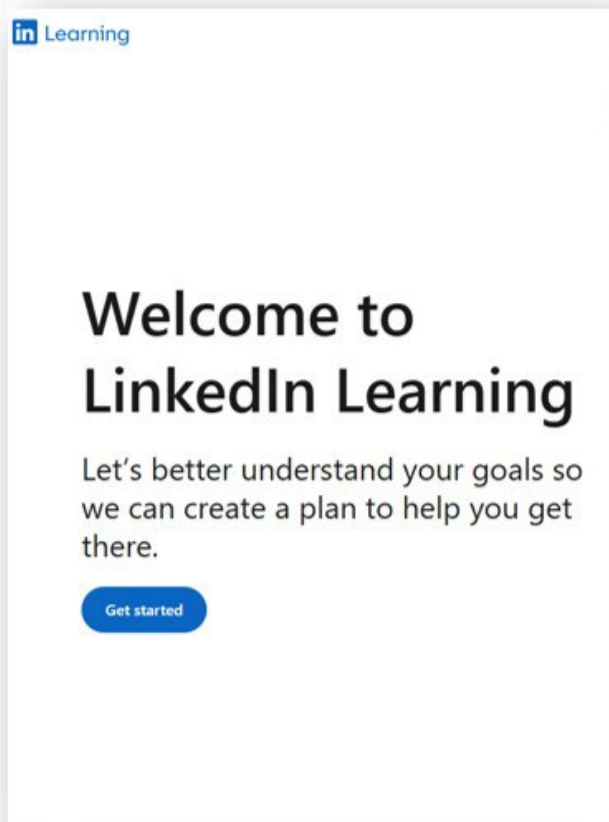


LinkedIn learning is a part of LinkedIn. When you complete courses, you will be able to showcase your achievements on your LinkedIn profile. This will look great for prospective jobs.



<https://lnkd.in/equPUue>

Step 1 and Step 2



Step 3 and Step 4

What's your most recent role?

Software Engineer

Software Engineer

Cyber Security Analyst

Business Analyst

Financial Analyst

Project Manager

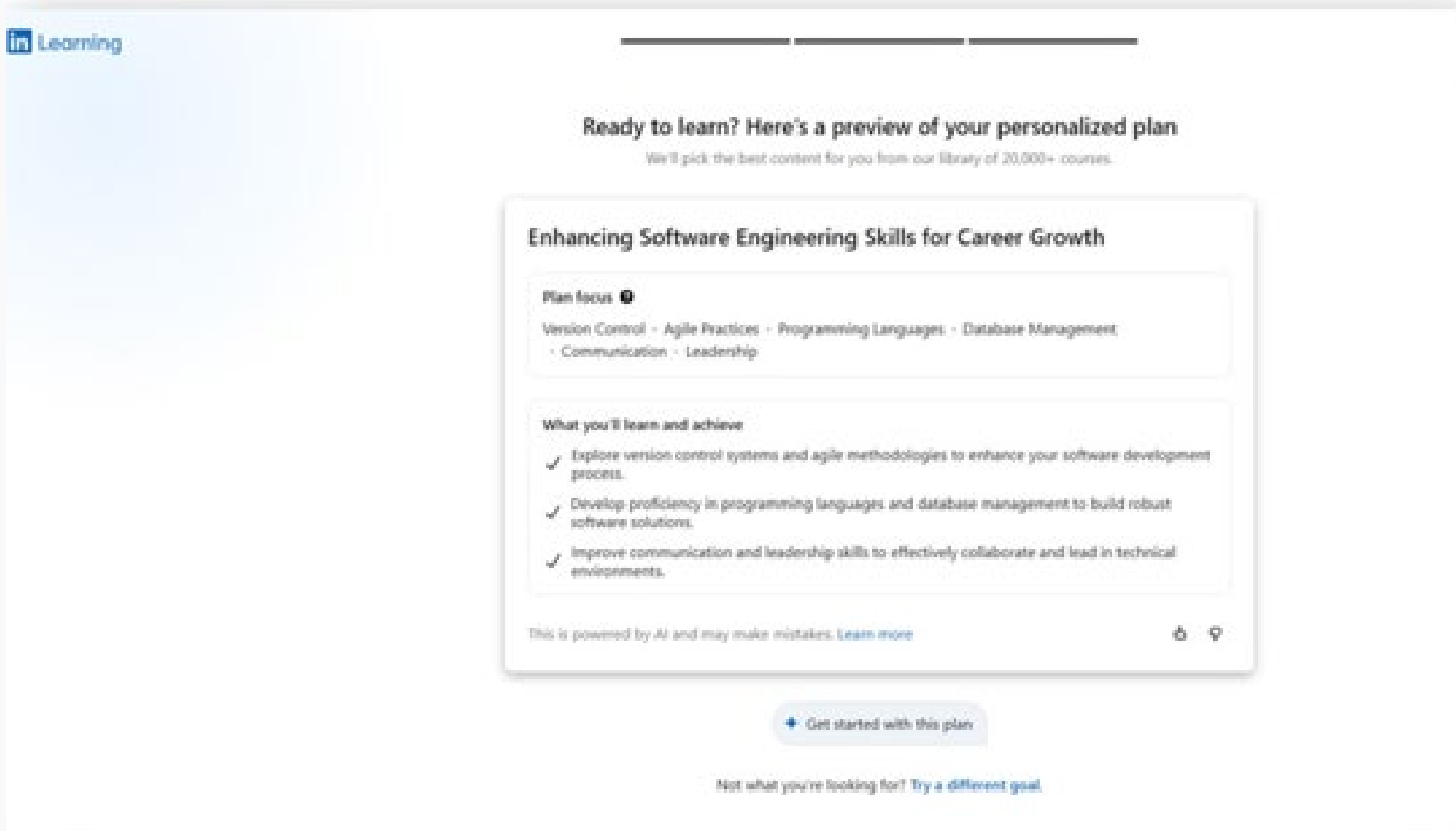
Product Manager

Sales Manager

We can tailor your plan based on your level of expertise. How many years of experience do you have in this career path?

0-3 years
4-9 years
10+ years

Step 5



The screenshot shows a LinkedIn Learning interface. At the top left is the LinkedIn Learning logo. The main heading is "Ready to learn? Here's a preview of your personalized plan" with a subtext "We'll pick the best content for you from our library of 20,000+ courses." Below this is a card titled "Enhancing Software Engineering Skills for Career Growth". Inside the card, there is a "Plan focus" section with a list of topics: "Version Control", "Agile Practices", "Programming Languages", "Database Management", "Communication", and "Leadership". Below that is a "What you'll learn and achieve" section with three bullet points, each preceded by a checkmark. At the bottom of the card, there is a disclaimer "This is powered by AI and may make mistakes. [Learn more](#)" and two small icons. Below the card is a button that says "+ Get started with this plan". At the very bottom, there is a link "Not what you're looking for? [Try a different goal](#)".

LinkedIn Learning

Ready to learn? Here's a preview of your personalized plan

We'll pick the best content for you from our library of 20,000+ courses.

Enhancing Software Engineering Skills for Career Growth

Plan focus

Version Control · Agile Practices · Programming Languages · Database Management · Communication · Leadership

What you'll learn and achieve

- ✓ Explore version control systems and agile methodologies to enhance your software development process.
- ✓ Develop proficiency in programming languages and database management to build robust software solutions.
- ✓ Improve communication and leadership skills to effectively collaborate and lead in technical environments.

This is powered by AI and may make mistakes. [Learn more](#)

+ Get started with this plan

Not what you're looking for? [Try a different goal](#)



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[EN](#)
[Add](#)

English
Type
Content by
Time to Complete
Level
All filters
Reset

1,734 Results for "marketing career" Sort by: Best Match

VIDEO

Marketing careers

LinkedIn Learning • Sep 2019 • From the course: Careers in Web Design and Development

2,336 learners

*** Save

COURSE

Get a Job in Marketing

LinkedIn Learning • By: Brian Honigman • Jan 2019

19,236 learners • Skills: Job Search Strategies, Personal Branding • Beginner

*** Save

COURSE

The Habits of Successful Marketers

LinkedIn Learning • By: Brian Honigman • 1 month ago

2,682 learners • Skill: Marketing • Beginner

*** Save

www.linkedin.com/learning/get-a-job-in-marketing?u=77966930 [Get Help](#)

Certificate of Completion
Congratulations, Dean Pangelinan

Improve your Digital Marketing Skills
Learning Path completed on Mar 04, 2021 at 04:57PM UTC • 25 hours 0 min

By continuing to learn, you have expanded your perspective, sharpened your skills, and made yourself even more in demand.

Top skills covered
Online Marketing, Marketing, Digital Marketing

Head of Content Strategy, Learning

LinkedIn Learning
1000 W Maude Ave
Sunnyvale, CA 94085

Certificate ID: AWW0dsIFcdAEEK9gikUu-ldvY

Why use LinkedIn Learning?

- Applicants with LinkedIn Learning certificates have a 9% higher chance of getting hired.

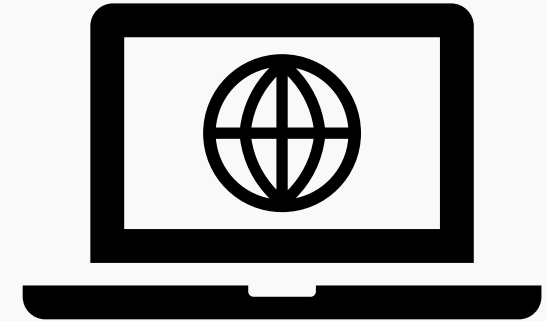
([LinkedIn Blog](#))

- You are 71% more likely to get a job interview with a comprehensive profile. ([Forbes](#))
- A whopping 87% of recruiters find LinkedIn to be the most effective when vetting candidates during the hiring process. ([jobvite.com](#))
- According to LinkedIn, 7 people get hired via the professional networking platform every minute. ([LinkedIn](#))



DigiCentre resources

- [DigiCentre](#)
- [Employability \(linkedin.com\)](#)
- [How students can use AI \(linkedin.com\)](#)
- [Microsoft Office Specialist \(MOS\)](#)



Claim your virtual badge – attach it to your LinkedIn profile



- It is possible to achieve virtual badges through the DigiCentre using the Moodle platform.

<https://moodle.uwtsd.ac.uk/course/view.php?id=10604>

- Complete four or more resources to gain your digital badge
- Display it on Moodle and LinkedIn to show to future employers



Help is always available

Digital Skills

digitalskills@uwtsd.ac.uk

Library

library@uwtsd.ac.uk

Careers

careers@uwtsd.ac.uk

Your Careers Service

- Your University Careers Service is the one place where you can get all the information, advice and personal 1-2-1 guidance you'll need to get the most out of your time at UWTSD.
- We are a team of experienced and professionally qualified University Careers guidance practitioners and we exist to help you understand your career options and develop your Employability.

Further Resources

<https://uwtsd.careercentre.me/welcome/uwtsd>

[Employability - DigiCentre | University of Wales Trinity Saint David](#)

[University of Wales Trinity Saint David | Question sets and reports for students |
Recognising digital skills for employability](#)



Feedback form



[Link to Form](#)

Let us know how we did

If you have 5 minutes, please scan the QR code and fill out our feedback form.

