

EMPLOYMENT SKILLS NEEDED FOR RUNNING MY OWN BUSINESS

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WHAT IS EMPLOYABILITY AND ACADEMIC SKILLS



Employability skills- is a transferable skills to make people looking for a job more employable. For example, strong communication skills, active listening etc.



Academic skills- “are a collection of study habit, learning strategies, and time management tools that help student learn and absorb.” (Upson, 2021)



SKILLS REQUIRED TO BECOME A BUSINESS OWNERS

To become a successful business owner a lot of skills are required for example,

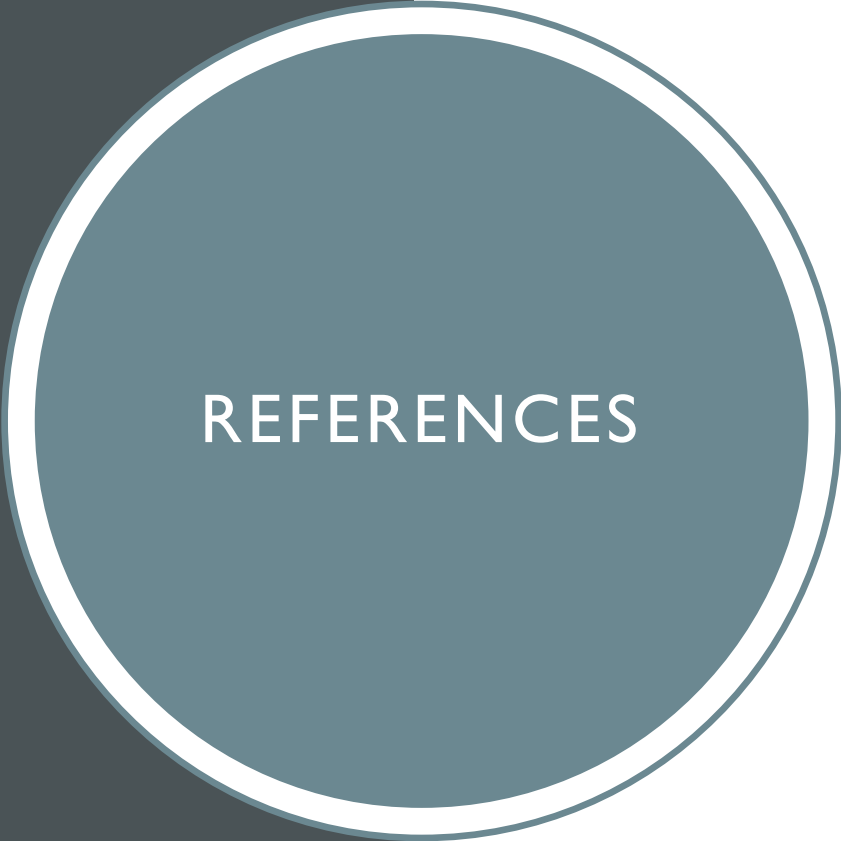
- Communication and negotiation-being consistent with communication is imperative as without communication the workplace can't work effectively. Communication and negotiating is a skill that I struggle with but is willing to improve on to become a more successful business owner. I will improve this skill by analysing my communication skills and organising my weaknesses, strengths, opportunity and threat so im able to identify weaknesses and make them my strengths.
- Leadership- being a strong leader is essential when running a business as employees need a strong personality with purpose to keep the drive in a workplace. "The strength of a leader could be measured by how many personalities get behind and believe in the purpose the leader puts forth" Forbes,2020



SKILLS

- Delegation and time management- time management is essential in this job role, as it keep you organised and sets a good presedent for employees. As business grows the owner won't need to be involved with daily upkeep which means it would be divided responsibility for the employees. "the ability to concentrate single-mindedly on your most important task, to do it well and to finish it completely, is the key to success, achievement, respect, status, and happiness in life." Brian,2016
- Problem solving – there are 6 essensial problem solving skills that every business owner needs which is Critical Thinking, creative thinking, Initiative, Persistence, Adaptability and Self-Discipline. All these skills are needed in business and in our personal time, given that these skills are at hand I will be able to confront any problems head on. Businesstown, 2021
- Networking- this will be need to build and maintain relationships important to the business as " The personal networks which you accumulate over time, both socially and professionally can be an invaluable resource." Cambridge, 2020

To improve these skills I plan to make a personal development plan to help expand and improve on these skills so im progressing and succeeding in my chosen job role.



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