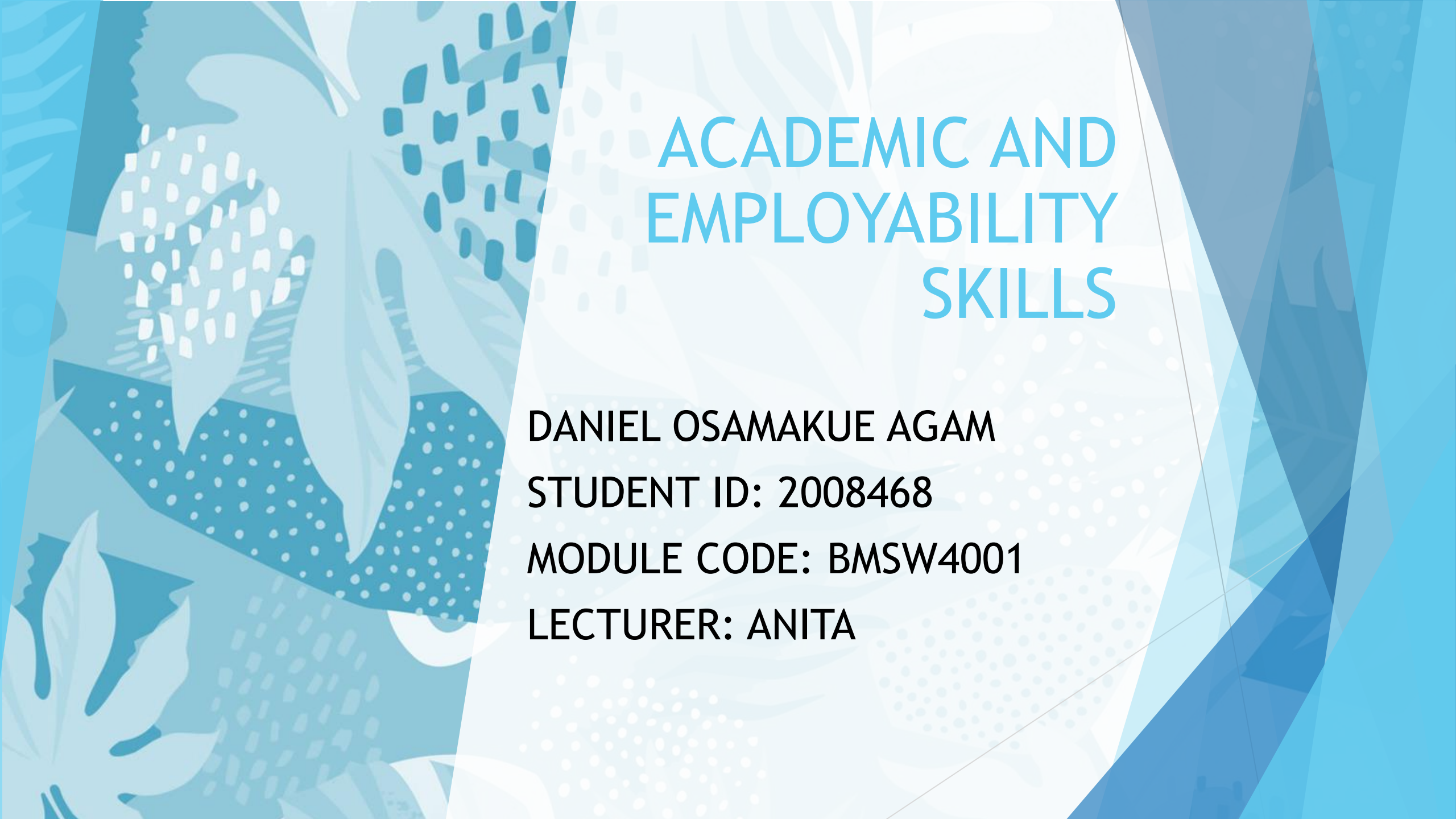




ACADEMIC AND EMPLOYABILITY SKILLS

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OVERVIEW & INTRODUCTION

The aim of this presentation is to give an insight of my intended career as a Business manager and how academic and employability skills give me the chance to develop...

- ❑ SWOT ANALYSIS
- ❑ TIME MANAGEMENT
- ❑ COMMERCIAL AWARENESS
- ❑ PUBLIC SPEAKING



Business manager

WHAT DOES HE DO

- ▶ The role of a Business Manager is to supervise and lead a company's operations and employees Identifying business risks and optimizing business.
- ▶ Business Management are also responsible for helping to drive key initiatives that optimize business performance and are responsible for ensuring the entire integrity and validity of the financial statements.
- ▶ He performs critical reporting and controls the entire organization and provides this expertise to strategic and ongoing technology and operational process improvement initiatives.

Swot analysis

- ▶ **S** : TIME MANAGEMENT, ACADEMIC AND CV WRITING
- ▶ **W** : PUBLIC SPEAKING
- ▶ **O** : BUSINESS CAREER
- ▶ **T** : n/a

TIME MANAGEMENT

Time management can be improved by:

- Taking your life under control
- Setting priorities
- Knowledge yourself of methods for time management
- 80/20 rule
- Eisenhower method

COMMERCIAL AWARENESS

- ▶ Commercial awareness is the ability to understand what makes a business or organisation successful, through either buying or selling products or supplying services to a market.
- ▶ Commercial awareness may also be referred to as 'Business Awareness' or 'Organisational Awareness'.
- ▶ Commercial awareness can be simply improved by reading and listening to news, talking to PROFESSIONALS.

PUBLIC SPEACKING

Effective public speaking skills can improve with career advancement, creativity, critical thinking skills, leadership abilities, poise, and professionalism, qualities which are very valuable for the job market. Speaking at events and conferences is a good way of building credibility

Reference

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