

ACADEMIC AND EMPLOYABILITY SKILLS

Table of content

Introduction.....	3
Literature review	3
Understanding developed on knowledge and employability skills.....	4
Analysis of the factors	5
Practical Application and Deployment of the specific skill.....	6
Skills for Professional Practice	7
Conclusion	7
Reference list	9

Introduction

Employability skills are essential for any individual to learn and to be included into the learning program of a graduate seeking for employment. These skills include various aspects of employment. These aspects can be the understanding of the technical subjects, knowledge of the defined subject of the graduate individual and defining the basic outline of the skill set which is required from the candidate by different employees. In this paper a brief analysis and understanding on the knowledge of employability and the skills that is to be acquired by the graduates is discussed. The paper also gives a brief assessment on the professional skills that is to be practiced and the application of the specific skills.

Literature review

One of the most important and crucial stages of any marketing strategies made by the organization is boosting the employability skills of the staffs. Employability is hand-in-hand chain, which involves many forms of support to overcome mental and physical barriers involved in knowledge and developments. The main aim of employability is not to achieve the vocational or academic knowledge but to make sure that their staffs to perform at any flexible position. It needs relevant labour market information, which helps them to make decision for the labour market option, which will be easily available to them. It also needs support to realise when and where to execute the information in the right place at right time, which may turn into smart work but not the hard work. It also needs the opportunity to grant the relevant training and crucial for employment. It focuses on the components and various levels of employability, thereby overcoming the employability deficits (Hall, 2016.).

Since most of the career opportunity students will require some sort of high-secondary education as a result says there are enormous amount of students who failed to achieve their academic skills and employability knowledge which led them to career-ready without proper knowledge and training for employment. In an organization the most essential stage is the training part due to improper training the employability skills lacks behind.(Messum *et al.* 2016) According to the studies both the negotiate and managed government policies and the barriers in between academic and employment business have been loosened up and rectified. Employability benefits in different ways such as; the knowledge and understandings of the subject which are selected for the study, developing specific and generic skills, self-acquisition beliefs and thinking about

what have you done and how well did developed. Basically, employability is to enhance the key skills among the staffs, apart from that it has to work efficiently in important areas such as teamwork, organizational behaviour and such in the organization.(Taylor, 2016)

Employability skills are considered as the vital part of an organization. The factors such as attitude, behaviour and experience that limit a vast usage that depend on the skill of the individual, which states the way, they perform. The review of the literature of employability propagates that there are many observed studies in last few decades, which influence the factors that identifies the employability of the graduate university.

Since most of the employability are based on skills that needs an alternative approach which recognize a complexity in the human behaviour. Employability can be inserted in any subject of curriculum without compromising the academic freedom. Studies have also focused in the concentration in the academic field, which leads to have better employability.

After the review literature of employability skills states that the concept has different interpretations based on the other person or the collaborators perception on employability. It not only deals with the attributes of the individual such as subject, knowledge, skills and so on but also on the faculty, curriculum and the practice of teaching in university and also the employees who are hired on their graduation and expectations.

Understanding developed on knowledge and employability skills

In today's generation, the university graduates need to update their existing working skills and qualifications in order to maintain their post in this vast changing economy and labour work. Employers have identified specific working skills supported by literature; the actual concept is not fully cleared. These days, some university graduates do not feature proper working skills necessary for the organization as they lack the knowledge of their own skills for negligence towards their studies. The employability skills can be acquired easily when they are included in their learning classes. General employability skills include written and oral communication, the ability to work in a group and mainly the ability to think right in time. These skills are required for the workplace success. An employer needs to examine the skills of an employee, which are only needed in the workplace and in the entry-level positions. As an employee, one must possess competencies such as managing time effectively and properly, leadership qualities, interpersonal skills and integrity. Employability skills also include sharp reading, basic arithmetic skills etc.

Other basic skills include making proper decisions, solving problems, maintaining positive attitude, co-operating with others and so on. General employability skills are the key contributor for increase in economic growth and in the labour category for the individuals. Individuals invest money and time in order to upgrade their qualifications. This development helps to build the human capital structure vital for proper economy. Many studies show that the employee who had these employability skills integrated in their study curriculum show better prospects compared to those who skipped the step. Students get their employability skills acquired with the subject-specific knowledge while pursuing other courses. Making connections with student and faculty and developing a healthy relationship leads to cooperativeness amongst each other. Frequent meetings or contacts between students and faculties outside the classroom can earn motivation for the student. Recently, the vast changing economy has triggered the desire for the graduates to adapt to a situation as it stands as a problem for the universities for two purposes. Education must be acquired for the employment or education for own sake. Student gets prepared in a university as they see it as a key to career preparation. The backgrounds of the students, their interests and expectations decide the university education they want to pursue. In fact, employees with higher experience are given better attention and money (Cottrell, 2015).

Analysis of the factors

Various factors that require consideration for the effective employability are cognitive skills, key skills, career management skills and enterprising attitudes. In the cognitive skills there is requirement of higher altitude intellectual and academic skills such as interpreting with others, analysing the information that are gained from different sources and researching the information from primary as well as secondary sources. According to Ruge and McCormack, (2017), key skills are necessary for establishing employability skills are personal skills as well as qualities that are generic to range of academic and employability setting. Examples of this are enterprise, critically evaluation, teamwork, planning, organizing and communication. For a candidate the key skills are essential while they are meeting for an interview or in the process of selection by an employer. While working in an organization there is necessity to manage the career skills. These skills need managing the career development. The skills consist of self-analysis, maintaining proper networking with management, reliance to self and personal reflection. The skills will enhance the employability and career enhancement while working in the organization.

This allows a candidate to enhance the current position in the job role. Within an organization, there must be the enterprise attitudes. The candidate must pose personal qualities in order to spot opportunities as well as having the skills to act over them (Sin and Amaral, 2017). The above stated skills are necessary before preparing for employment, during the process of employment and after the employment.

Practical Application and Deployment of the specific skill

Every employee requires certain core skills and traits to perform their respective job responsibilities. Foundation skills. Professional skills and transferrable skills are the three major aspects that firm up the employability skills of every individual employee. However, according to (Jackson, 2014) only to have employability skills would not benefits the employee in its respective performance and development. It essential that the skills are practically incorporated at the correct time and format. An employee must be well equipped with the knowledge of deploying their skills at the required area. The section deals with the practical implication and deployment of specific employability skills. Some of the practical implications are illustrated below:

Communication

Often employers recruit an employee that strong communication skills. Therefore, in context to this the employee must improve the firm of communication well that is written, verbal and nonverbal communication skills. Employee must be good listeners for improving their communication skills. The employee at first need to listen patiently to their respective supervisors or managers so that they can easily understand their respective works and in case of any difficulty represent that effectively in front of their respective authorities.

Teamwork

For effective work, setting must be able to work in groups or teams. Therefore, in such a team project scenario the employee must try to get along with all the team members by their strong communication skills and then by sharing the workload of their working colleagues they can execute a better team effort (Hesk *et al.* 2016).

Critical thinking

In order to evaluate situations and resolve problems the employee needs to have superior critical thinking ability, however in context to this employee must be able to understand and analyze the

situation at first. Therefore, in that respect the employee must collect the entire viral information in relation to the situation and then by thorough evaluation make conclusion.

Skills for Professional Practice

Professional practice is essential to be present in the employees in order to understand the various aspects of different profession or the job role that will be provided to the graduates or the new candidates who will be recruited in the companies or different sectors. There are various skills that is to be learnt by the candidates so that they can attain the job roles being given to them. It is also important to include professional skill practice in the companies by the employers in order to make the employees of the companies efficient in their work, thus giving more productivity to the company by working in the appropriate manner abiding by the rules and regulations of the company. With the inclusion of professional practice skills, there will be less job failure by the employees, the overall production of the companies will increase and at the same time professional practice will be helping the graduate to develop themselves in terms of gaining various skills (Knott and Scragg, 2016). These skills can be acquiring skills on the basis of the subject knowledge that is being studied by the graduate or the job specification of the employee. The skills that are important for the professional practice that is to be learnt by the employees are developing knowledge on the different methods of communicating with the employees and the authorities of the company, maintaining work ethics while working in a company and inducing different learning skills in order so that the individual can easily adapt to various circumstances in the workplace. Professional practice skills are important to be learnt and developed in an individual or a graduate as it will allow them to work in any environment and help them to develop their professional traits, which in turn will help them to grow their career (Hepworth *et al*, 2016).

Conclusion

Employability skills are the major factors to concern by a candidate looking for employment. The skill development would provide effectiveness that is essential to observe within a candidate. In the organization, this is effective maintaining the skills in order to gain enhancement in the job role and receive an opportunity for better employment in other organizations. In order to reduce the challenges with the employment the skills would help

enormously. The employability gap indicates the fact that students are lacking hugely in personal characteristics along with core employability skills than leadership or professional skill. The future skill gaps indicates that the students require focusing on communication and professional skills with respective to the core leadership and employability skills in order to secure employment within the job market.

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