

Academic And Employability Skills

Name of the Assessment: Academic And Employability Skills

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Academic And Employability Skills

Communication skills.

Self-management skills

Technology skills

Problem-solving skills

Planning and organising skills

EMPLOYABILITY SKILLS.



Self-management



Teamwork



Positive attitude



Communication



Willingness to learn



Resilience

Intended career plan

Become manager in a reputed company

SWOT Analysis

Strengths

Weaknesses

Opportunities

Threats



Strengths

My organising and teamwork skills are good. I can build great ideas with other team members and am also able to lead the team.



**PERSONAL
SWOT ANALYSIS**

ALL INFORMATION HELD

Weaknesses

I have no experience of quick decision making, and also problem solving in the work place
I have got problem .



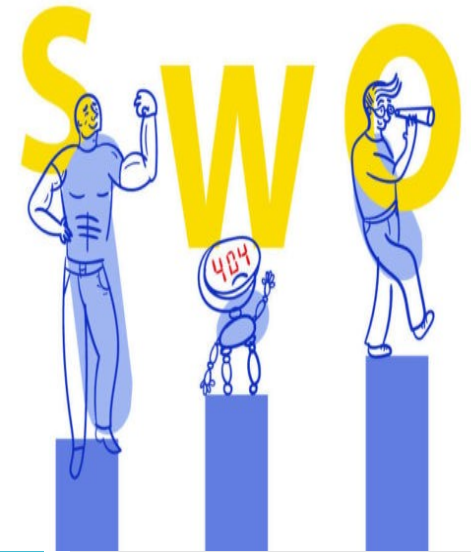
Opportunities

After finish this course I am now confident enough to grab all opportunities to get a better management job.



Threats

During the past few years, the problem of job-hunting and this factor may increase the competition for the job market including me to the desired job in the UK.



Personal development plan

Over the next 1 year, my personal development plans are going to show you on a slide.

What's the big goal?	What shall I do to reach there?	When do I want to gain this?	What kind of barrier will I face?	Review
1.Want to finish my level 4 University degree. 2. At the same time I want to improve my position in work place.	1.Finish my class test on time. 2.And in the workplace I will give them my best service.	1.Finishing this course. 2. I will try my best to get promotion.	1. All about time. 2. Wait for the opportunity	1. What need to improve. 2. Improve my self.

Conclusion

It is concluded from the above work that I have been successful in developing and learning some skills during my learning process in the module such as the effective skill of time management. I have been also developed the skill of appropriate academic writing. The most significant skill which is developed or learned by me is the skill of presentation and the ability to speak with fluency in front of the audience.

References

Miller, E. and Konstantinou, I., 2021. Using reflective, authentic assessments to embed employability skills in higher education. *Journal of Work-Applied Management*.

Teng, W., Ma, C., Pahlevansharif, S. and Turner, J.J., 2019. Graduate readiness for the employment market of the 4th industrial revolution: The development of soft employability skills. *Education+ Training*.