

University of Wales Trinity Saint David

EMPL4013 PATHWAY PROJECT 1

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Introduction

The assignment constitutes of the reflection of the skills that are required for the development of any professional within any organization. There are different types of skills that are required for the personal development that contributes to the professional development of the individual. The assignment reflects on the three interpersonal skills that I have developed while working with ASDA Company. The reflection includes the identification of the achievement of the skills by the self. Furthermore, it also includes the identification of the flaws and the lack of skills that are present within me. The aim of the reflection is to carry out an evaluation of the self and get the opportunity to identify the required skills. The reflection will provide me the chance to inculcate those skills that are highly lacking in me. The three skills that have been focused in relation to my development as a professional while operating within the organization includes time management, interpersonal skills and networking. All the ion of myself reflection is based on the leadership and entrepreneurship of mine in the ASDA company.

Time Management

ASDA is one of the leading organisations that has both offline and online business. Therefore, the organisation needs to deal with different problems and of the customers as well as management to run its operational activities. In this context, the employees work in this organisation needs to have efficient time management skill to deal with customer needs and other operational activities. As a employee of ASDA, I also need to develop effective time management skills to work in this organisation and conduct regular activities. At first, it becomes problematic to maintain the time for completing all of its tasks but eventually I am habituated with it. I need to enter in the office on time on a regular basis so that I can take charge of the works and complete those within given deadline.

However, maintaining time can be not easy and I often miss deadline while I started the job. In this process, I need to learn the ways to manage time effectively and my colleagues help me a lot. In order to complete a big task on a given time, I can break the task in different parts and set separate time for each part. I need to choose which part needs to completed first and arrange the parts accordingly. The time allocated to each part contributes to the given time for completing the whole task (Kuratko, 2016). After that, I worked on completing each part within my allocated time and the whole task was completed within deadline. However, applying this process can be

difficult at the time of work and I need to practise often to develop time management skill effectively.

The time management skill is helpful for me to develop leadership and entrepreneurship skill. As a leader, I need to display effective time management skill so that my subordinates are influenced by it. In entrepreneurship, the time management skill is essential to complete my tasks and run the business efficiently. As a start up, the time management skill can be effective to gain customer satisfaction and enhance the business profitability.

Therefore, developing time management skill is effective for both personal and professional development. This skill is helpful for me to develop leadership, which is helpful to set up a business. This skill can also useful to develop my subordinates and gain trust of my clients. If I can complete my tasks effectively, then I can become more productive and experience rapid growth in my business.

Interpersonal Communication

Interpersonal skills are one of the most important factors that is expected to be characterised by the interpersonal skills. This is because interpersonal skills are help in itself to acquire other skills which are crucial as an employee to be employed. For instance, communication skill is one among the different skills that are included within the interpersonal skills. While working within the company ASDA, I faced issues while communicating with the other senior colleagues of mine. A lack of confidence prevailed within me in the initial stage. During that time when I was in my probation time, I even was in confident and hesitant in saying what I wanted to suggest. This was the issue related to the interpersonal skills (Bedwell *et al.* 2017). The needs to have confident conversation over operational activities were lacking in me. Getting hesitant and facing blundering issues, I felt that need to go for the identification of the issues behind such behaviour. Therefore, I started pondering over the skills that I read during my course of learning employability skills. I referred to the sources where I got the required information regarding the inculcation of the interpersonal personal skills. In the leadership and entrepreneurship, the interpersonal skills are very crucial to be developed for the professional development, the interpersonal skills are required that makes one individual like me achieve the leadership and managerial skills as well (Bedwell *et al.* 2017).

Entrepreneurs have to have good interpersonal skills in order to deal with the different types of stakeholders that include both internal and external stakeholders as well. I lacked the skills of communication in relation to communication skills (Bedwell *et al.* 2017). In terms of seeking advice, giving examples I am efficient enough. I have the ability to motivate my colleagues as well as juniors which is a positive aspect of mine. These are required for the future development of mine when I have the opportunity of the management of any organisation like that of Asda. I have got the experience of team handling, therefore, possess the positive leadership approach to me. This is one of my strength that is going to provide me the skill of handing leadership responsibility and obligation as well as venture to turn into an entrepreneur in the long run. Operating within a large company, which possesses a complex organisational structure with multiple divisions, needs to be managed with proper and effective style of communication. I am weak in this prospect as I lack a little confidence. However, in terms of other elements of leadership and entrepreneurship I have the skills of developing trust, work with responsibility, development of the employees are all marked well (Bedwell *et al.* 2017).

Networking

In order to work in ASDA, I need to develop effective networking skill in order to create connection with different people. The networking skill is helpful for me to develop good relationship with management and also complete my tasks with help of others. The networking can be useful to get required support from other with an ease and I can complete my tasks. Apart from working in ASDA, the networking skill can be helpful for me to develop leadership in which can arrange required things by using my network. In entrepreneurship, the networking is essential to attach to different people and get clients for my business. Apart from this, the networking is also helpful to get required support to develop the business and make good relationship with suppliers and distributors.

However, developing the networking skill is also not an easier job and I need to work on it effectively to develop this skill. In order to develop networking skill, effective communication is essential and I need to make plan with whom I am going to make network. It could be better if I can make friendship with the person with whom I am planning to make network rather than only exchange business cards. I need to set my destination in this process and know the reason to make the networking. In order to develop relationship with different persons, I need to ask

insightful questions to those because a person can judge me by the quality of my questions. I need to pay attention to their speech and listen to them carefully (Batistic and Tymon, 2017). It can help to build trust and helpful in building effective relationship with different people.

Therefore, networking skill is essential for developing professional relationship with an entrepreneur. In networking process, the relationship needs to be mutually beneficial and I can get help to achieve my goals.

Conclusion

In the leadership and entrepreneurship all the skills mentioned above are required for the professional and career development of and professional individual aiming the achievement of the goals. Through the reflection so far I have been able to identify the strengths as well the weakness in me that may incur obstacles in my career and professional development. In order to become a successful entrepreneur and leader as well I need to be highly in terms of the above mentioned skills. However, the inculcation of other personal skills is also required to be done. I have would opt for the inculcation of the skills I am weak un and evaluate them from time to time in order to measure my achievement as per the skills. These are going to major skilled to become more competitive in relation to the skills employing which I can implement innovation in entrepreneurship.

References

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