

Academic and Employability Skills

Submitted to

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1. Introduction

In this competitive world market, ongoing technological advancements have restructured the usual work-environment into an inventive and artistic work environment accepted for the high-efficient work-environment. This new environment requires workers capable of solving problems, creating ways to improve the methods they use in an effective way. In this 21st century, workers will need transferable core skills necessary for career success at all levels of employment and for all levels of academic education. For team-work is more advantageous than a one-man performance, employees need to acquire new skills and deliver those skills to the new-starters. Therefore, academic proficiencies must possess the attribute of employability.

2. Academic Skills

There are some skills which encircle the development of a person self-management, language proficiency, learning styles and critical thinking capability along with the literacy, numeric ability and integrity in the academic are called academic skills.

Students must also apply their academic knowledge in order to achieve some carrier goals. Achieving carrier goals are vital because they are the step stones of life. The whole idea of academic skills is tailored to minimize the gap between actual and needed. This should be the major intention of achieving academic skills. In traditional academic classrooms, the basic communication skills are not considered as the major parts of learning, or they have not emphasized appropriately.

3. Employability Skills

"A set of achievements, understandings and personal attributes that make individuals more likely to gain employment and to be successful in their chosen occupations." according to Peter Knight & Manta Yorker (HEFCE/DfES ESECT group)

Business achievement predominantly based on the employability proficiencies and that is why they are the most fundamental in the business environment. Followings are the three categories they fall into based on their skill sets:

(a) Basic Educational skills, (b) High Analytical skills and (c) Personal Attributes

Basic Educational skills include reading, writing, math, science and all sorts of both ways communication. High analytical skills include learning, reasoning, thinking ingeniously, decision making, dexterity in problem solving. The last one is the most critical one who helps someone to reach the highest goal of his plan. That includes being responsible, self-confidence, self-control, social skills, having integrity, adaptability, flexibility, team spirit, punctuality, efficiency, self-motivation, etc.

4. Employability Skills Analysis

4.1. Communication and Interpersonal Skills

It means the capacity in explaining anything clearly and precisely by means of spoken and non-spoken means. To be attentive to what others saying and convey them to others, to act upon the crucial information and instructions. This expertise can be fostered through academic coursework project and report presentation.

4.2. Problem Solving Skills

Problem solving skills is a crucial skill for a person. This is a unique ability which helps a person to break down problems into its smallest parts and after that resolving each one of them at a time. This is a very special skill. The primary stage in this skill set is to identify that there is a problem and then have a much closer look at the problem.

4.3. Initiative and Self Motivation

The person should lead by example. The initiative should come from the individual and he himself should regard as the best source of motivation. This is considered as a huge step forward towards the achievement of the project.

4.4. Working Under Pressure and Deadlines

Every single project is tied up with a deadline, timeframe. The ultimate deadline of the project is placed up in such a way that cannot be changed or extended under any circumstance. Meeting the deadline by going through the stress and massive pressure can nurture your personal and professional skills.

4.5. Organisational Skills

Organisational skills refer to the skills where a person should be more organised and method oriented. He or she should be focused enough to meet up the deadliness and achieve targets. Monitoring is an important part in order to reach a specific target. Academic knowledge is a must for achieving this skill sets, and a person is unqualified, amateurish without a good possession of adequate academic knowledge in all these new methodologies and development. A person with an acumen and abundant knowledge in the area can work in the most efficient and organised manner leaving enough margin level for in case any anomalies.

4.6. Team Work

Team work is the most appealed factor within the organization which makes sure the organizational success. Even in the advent of technological and other development in business sector team-work is regarded as crucial and key to any success.

4.7. Ability to Learn and Adapt

Being adaptable makes us work with no limits, and exposed to discover varied and unpredicted resolutions to complications and challenges. Without restrictions in your views and engagements, tasks become something not to fright, but to seize and appreciate moving forward. As someone adaptable to new challenges, you will also be keen to involve in a diverse of people with their diverse skills to achieve the target, constructing wide networks of highly motivated and talented people on the go.

Being passionate about job, employment and identifying ways to learn, absorb from errors for the advantage of both the employers and employees are key factors in business environment.

4.8. Numeracy Skills

The requirement of accurate data and their perfect demonstration is vital in order to achieve organizational goals and objectives.

4.9. Diversity and Difference

Understanding the existence of diversity and realizing the need of it is one of the key skills. The diversity itself brings a huge opportunity into the business arena. A diversified workforce is always competent and effective.

4.10. Negotiation

Negotiation skills are crucial. In order to master this skill, one must understand the organizational needs and demands and negotiation criteria. The individual should always safeguard the organizational demand at first stake.

5. Some Basic Enquiry and Employability Skills

- What are employers looking for?
- What exactly are the skills, attitudes and actions, i.e., employability skills, essential for obtaining an employment, keeping, and performing good on it?
- Provided that the academic proficiencies are not crucial why the employers are worried on these skills to give the opportunity to the new starters?

During my academic period, I used to attend different career oriented workshops and seminars. The successful personnel often emphasized the employability skills rather academic skills more. At that time, I often encountered with the first question. In traditional classrooms, we often emphasize on academic and applied course works that are useful for the specific educational commitment than in a practiced profession. There's a crucial gap between the talents those are called academic and employability skills, they are not also mutually exclusive, but this perception has not been worked out yet. That's why managers frequently mention that they don't essentially demand that a new employee with a wealth of knowledge instead they expect their employee to have some elementary skills and a lots of learning interest, interpersonal skills, etc.

Being responsible, self-confidence, self-control, social skills, having integrity, adaptability, flexibility, team spirit, punctuality, efficiency, etc. are termed as individual abilities previously mentioned. Absence of this proficiency, we cannot work effectively in a team and can't take the leadership role when it is necessary. Evidently only profound academic and superior analytical proficiencies are not important alone. When I encounter the third question, I figure out the answer from a student's perspective. Employers have to eliminate some candidates or have to do some screening process. They ultimately form a standard on the basis of what they can achieve as a first step.

This is done because great academic result shows the candidate's ability to maintain consistency for a larger time frame.

6. Scenarios from the Opposite ends of the Table

Combination of educational and employability skills are critical. In the last stages of academic year students regularly question themselves "Am I adequately fitting to the approaching passage of the professional world?" and there is no particular answer to this question in their mind due to the deficiency in required knowledge for the professional world.

Now I am going to discuss two cases of my life experiences.

6.1. Case - One

When I was the student of the last year of my graduation, I was worried about my career. "will I get a good job to start my professional career? Am I fit for the job? what if I could not do well?" I was always encountered such kind of questions. At the very beginning of my job, I was given some problems to fix and had to present the solutions to other mates. I did well in problem solving part but did not do quite well in my presentation due to the average presentation skills.

6.2. Case - Two

After many years of that experience I had an opportunity as a part of a recruitment board to recruit some personnel as a trainee or site engineer. I wanted to do the usual interviewing but not only by taking verbal and written examination but also taking some examination regarding real engineering problems. There were forty-five applicants. Among them 5 persons would be recruited. After taking verbal and written exam thirty persons were primarily selected. Then they were divided into 6 groups. In an engineering site we were facing a problem with the roof top water reservoir. Those group of people was taken to that workplace. They were asked to solve the problem. After solving they had to present the by giving a group presentation. Three of the five groups could figure out the solutions and rest of the groups could not do so. After taking the presentation, we selected one group and recruited all of them. Here we emphasized

on the team work, presentation skill, problem solving skills simultaneously. Some of the candidates who were not passed the process were incredibly good in their academic result but they were failed to respond in a group. Some of them were not broad minded enough to focus on a group. They thought about themselves not about the welfare of the group. The members of the recruited group have the ability to work in a team as a valuable asset.

7. Conclusion

Academic knowledge itself is no longer sufficient in order to perform in today's competent business arena. Businesses typically try to find the following attributes in the candidates:

- Candidates can communicate, think, and continue to learn efficiently.
- Candidates demonstrate positive attitudes and behaviors, responsibility, and adaptability.
- Candidates has the capacity in working with others being a part of a team.

The students have to suffice those above requirements. Additionally, at times students will not be able to develop the essential educational, technical or employability skills in the high school that will build them career-ready without any further education and training but unfortunately most of the career opportunities in today's world force students require some form of post-secondary education. Students must understand the demand for today's workplace and they should identify themselves as the next person who is leading a number of people. If they can envision them into that place, the automatic adoption of the different required skills becomes mandatory to them. Our educational system cannot undermine their responsibility in this factor as well. The total educational system should be redesigned in order to identify the best practices which serve the student most.

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