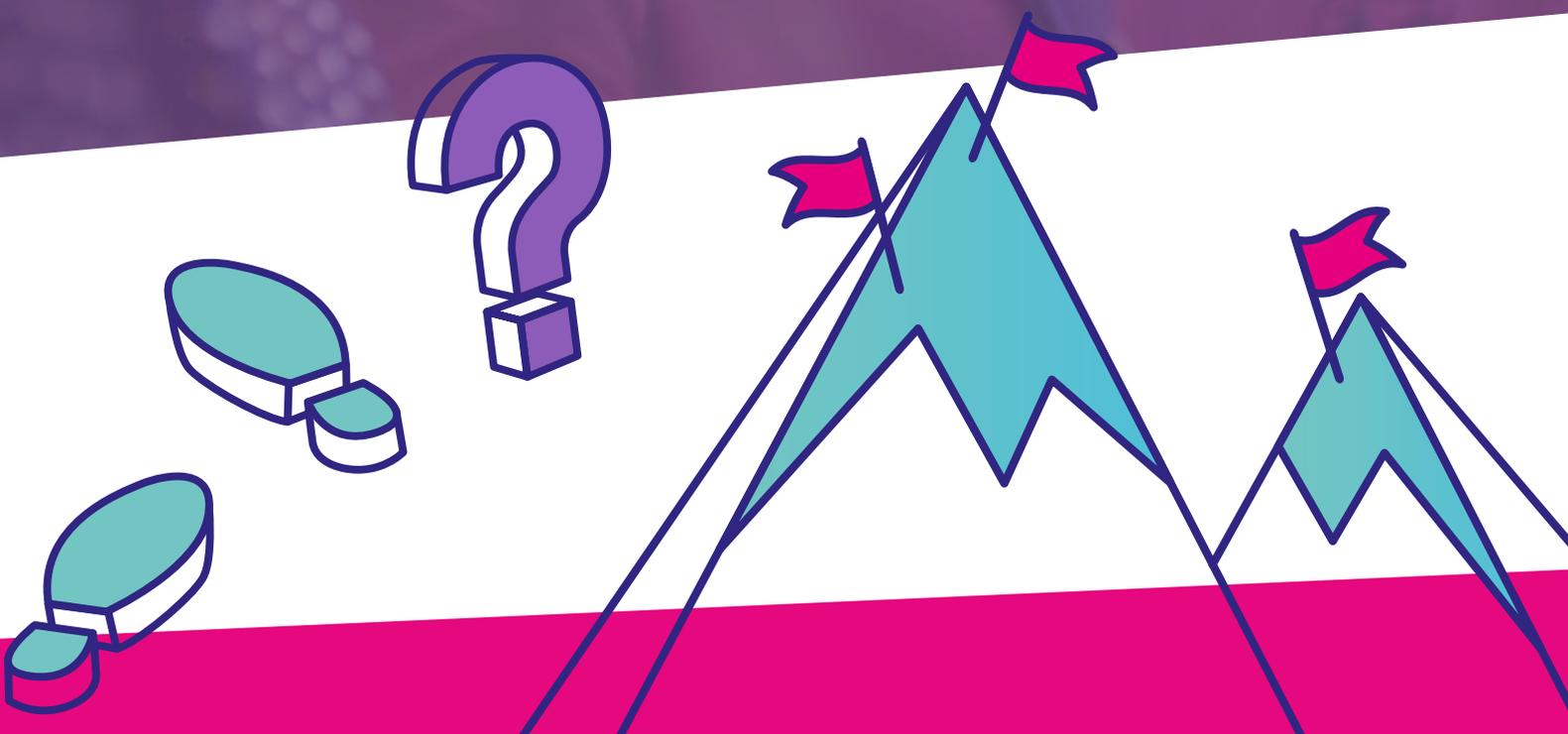




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EMPLOYABILITY SKILLS



EMPLOYABILITY SKILLS: WHAT ARE THEY?



Employability skills are the skills that almost everyone needs to do almost any job. They're the skills that employers want their employees to have.

A lot of work has been done by different organisations in recent years to try and understand which skills employers most want to see in the people who work for them. Employers have agreed that there are five skills they value the most:

1. Communication

The ability to clearly explain what you're thinking, either through writing or speech, and to listen to other people's thoughts and opinions.

2. Teamwork

Being able to effectively work with others to achieve a common goal. The ability to get on with people, take their ideas on board and manage different opinions.

3. Problem solving

The ability to find an effective solution to a given problem in a methodical way.

5. Self-management

Managing your own time and approach to work. Getting things done on time to the best of your abilities.

4. Self-belief

Having confidence in your own skills, abilities and decision making. Believing in yourself, your opinions and principles.



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WHERE TO FIND FURTHER INFORMATION

Your first stop is Go Higher West Yorkshire's website. It's absolutely full of useful information and resources: www.gohigherwestyorks.ac.uk

