

# [Essay on transferable skills](https://assignbuster.com/essay-on-transferable-skills/)

[Experience](https://assignbuster.com/essay-subjects/experience/), [Belief](https://assignbuster.com/essay-subjects/experience/belief/)

## Critically reflect on

## How they match with the skills and abilities which employers seek

## What steps you should do in order to develop those skills

In terms of the abilities and skills that are valued by employers I believe two areas of my existing skills stand out: my communication and literacy skills and my positive attitude. My communication skills are especially strong, partly because I speak more than one language fluently – my native Polish and the English I have learnt in order to gain a good degree from an English university. But these skills also have breadth: I have successfully trained other staff, but I am equally adept at discussions involving colleagues and at presentations in both the working world and the academic world. My positive attitude shines through in my varied work experience in a wide variety of contexts and in pursuing a degree course in a foreign country. In all my work, my talents for organizing and for innovation are clear. A third area of my skills is quite well-developed too: my ability to work effectively as part of a team, both at university and in the world of work
The CBI’s Education and Skills 2009 Survey found that 72% of employers thought that a positive attitude was one of the most important factors when recruiting graduates. However, since only 30% of employers were ‘ very satisfied’ with their recruits’ literacy skills, my skills and aptitudes in more than one language gives me a clear advantage over many graduates. My numeracy skills are certainly adequate and my self-management skills, especially as one living in a foreign country, are highly developed already.
I think the evidence for my problem solving could be improved on, especially as this is seen as a key ingredient for success by employers. The same might be said of my business and customer awareness which looks rather insubstantial to a prospective employer, especially as 35% of employers were dissatisfied with this area of ability in the graduates they recruited. I think I could develop my IT skills further by refining my use of internet searches, and through the use and creation of spreadsheets.