

10 EMPLOYABILITY/CAREER SKILLS

Employability skills are a **set of skills** that are **vital** for you to **develop across your time at Brixham College**. These skills will ensure that you are **able to secure job roles at each stage of your working life.....** so, whether it's a new part-time summer job, working part time to support life at university, or entering the career path of your choice full time, these skills will ensure that you are work ready.

Communication Skills.... How you write, speak, present yourself online and through body language.

Teamwork.... Your ability to bring people together to work as an effective team, as well as work with others both old and new.

Being Creative.... the ability to brainstorm, demonstrate curiosity, develop new concepts..... create, innovate and grow.

Adaptability.... Your ability to change what you are doing quickly and effectively and can adapt to changing situations in a calm and rational manner.

Problem-solving skills.... Your ability to solve problems and resolve issues, and work out the best way to overcome a problem not planned for.

Leadership.... It's about leading by example, being a person others can trust and follow as well as you being able to assigning and delegating tasks.

Time management & motivation.... Able to prioritise, work efficiently and productively, and manage your time well. Meet deadlines and show employers how you decide what is important to focus on and get done.

Be Enterprising.... Being able to seek out opportunities, being resourceful and finding ways to be commercially minded *(ability to create / make money)*

Work Ethic.... Show commitment and diligence to the work that you do, you work to the very best of your ability and can demonstrate you can go above and beyond.

Emotional Intelligence.... your ability & confidence to interact with others, establish & invest in work related relationships, and make a positive impression on those around you. *(Empathy, Humour, Networking, Tolerance, Diplomacy)*

