

LOVE YOUR CAREER



DATE – TUESDAY 9TH FEB 2021
DEVELOP AND SHOWCASE YOUR
TRANSFERABLE SKILLS

PRESENTER – Maria Brown



Develop and Showcase your Transferable Skills

'LOVE YOUR CAREER'

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Introduction...



Housekeeping Notes

- ▶ Put yourself on mute
- ▶ Type your Questions in the Chat
- ▶ Follow up after the session – email me at maria.brown@tudublin.ie

What is a skill?.....

- ▶ 'the ability to do something well'
- ▶' the ability to do something that comes from experience, knowledge, training, practice
 - Ability
 - Experience
 - Knowledge
 - Learning
 - Training
 - Confidence

Hard and Soft Skills....examples

Hard – teachable abilities or skills set	Soft – interpersonal, people skills
Degrees, certificates, apprenticeships	Communication
Languages – Spanish, French German	Teamwork
Programming languages	Time Management
Software knowledge	Leadership
Accounting	Flexibility

Transferable Skills

- ▶Transferable skills are those **skills** and **qualities that can be transferred from one job to another**
- ▶ they are the skills that can be used in a variety of roles or occupations
- ▶ Examples – communication, teamwork, planning & organizing, problem-solving, leadership, project management

How to develop your T.S.

College

Knowledge
Projects

Work
Experience

Paid & Unpaid

Extra
curricular
activities

Clubs/Societies
Events
Volunteering

Interests

Sports
Arts
Travel

Achievements

Sports
Arts
Travel

How to showcase your T.S.

CV

**Career/Skills
Profile**

Social Media

**LinkedIn
E-portfolio**

Interview

**Experience
Examples
Stories**

Interests

Passions

Achievements

**What you are
proud of
Sports/Arts/Travel**

Career Profile Example 1

- ▶ Final year Business and IT student expecting to graduate with 2.1 degree in 2021.
- ▶ Have developed strong customer service and communication skills having worked in retail, hospitality and IT roles while in college.
- ▶ Extremely motivated and organized with a strong interest in business and IT gained from my placement experience, course modules, projects and interests.
- ▶ Fluent in French, Spanish and Irish
- ▶ Immediate ambition/goal/ is to join the Graduate Programme in Bank of Ireland and work in the area of Business Administration and IT.

Career Profile Example 2

- ▶ **Ambitious and hard-working Customer Service professional with over 2 years' experience building sales relationships and co-ordinating administration projects while working for the Retail Association both in Ireland and in the UK.**
- ▶ **Achieved an average 10% over target for summer sales 2018 and 2019.**
- ▶ **Good working knowledge of [INSERT SUBJECTS RELEVANT BUSINESS/BUS/IT/INTL] gained through my college work, projects and community engagement.**
- ▶ **Have developed strong communication, interpersonal and leadership skills having lead a team of 4 people and presented two final year projects on time and to a high standard to the academic board.**
- ▶ **My immediate ambition/career goal/ is to join the Graduate Programme in Bank of Ireland and work in the area of Business Administration and IT.**

Skills Profile

Applications – Business, Business & IT, International Business

Soft Skills – Problem Solving, Critical Thinking, Creativity, Planning & Organising, Communication, Teamwork, Leadership, Initiative, Collaboration, Flexibility

IT – Microsoft Office, Databases

Languages – also include

Reflection / Your transferable skills?







Top 10 skills for 2025



Top 10 skills of 2025

-  Analytical thinking and innovation
-  Active learning and learning strategies
-  Complex problem-solving
-  Critical thinking and analysis
-  Creativity, originality and initiative
-  Leadership and social influence
-  Technology use, monitoring and control
-  Technology design and programming
-  Resilience, stress tolerance and flexibility
-  Reasoning, problem-solving and ideation

Type of skill

-  Problem-solving
-  Self-management
-  Working with people
-  Technology use and development



AHECS Graduate Market Survey 2020

Top five global technical skills 2020

1. Analytical thinking
2. Self-motivation
3. Flexibility
4. Collaborative
5. Qualifications related to job

Top five global soft skills 2020

1. Positive attitude and energy
2. Work ethic
3. Ability to cope with pressure
4. Open to new ideas/ways of thinking
5. Seeks opportunity for continuous learning

Questions?

Thank You

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