

Session 5: What skills and qualities do children need for learning, life and work?

Handout: Stemnet Top Ten Skills

Employability Skills can be defined as the transferable skills needed by an individual to make them 'employable'. Along with good technical understanding and subject knowledge, employers often outline a set of skills that they want from an employee. These skills are what they believe will equip the employee to carry out their role to the best of their ability.

Employability depends on your knowledge, skills and qualities, how you use those assets and how you present them to employers.

The table below has been compiled by a range of UK-based companies and lists the Top 10 Employability Skills they require in potential employees. We asked the companies to define exactly what these skills mean and how you could show evidence of these skills in an interview or application for a job.

No	Skill	What that means
1	Communication and interpersonal skills	The ability to explain what you mean concisely through written and spoken means. To listen and relate to other people and to act upon key information/instructions.
2	Problem solving skills	The ability to understand a problem by breaking it down into smaller parts, identifying the key issues, implications and identifying solutions. To apply your knowledge from many different areas to solve a task.
3	Using your initiative and being self-motivated	Having new ideas of your own which can be made into a reality. Showing a strong personal drive and not waiting to be told to do things.
4	Working under pressure and to deadlines	Handling the stress that comes with deadlines and ensuring you meet them.
5	Organisational skills	Being organised and methodical and able to plan work to meet deadlines and targets. Monitoring progress of work to ensure you are on track to achieve a deadline.
6	Team working	Working well with other people from different disciplines, backgrounds and expertise to accomplish a task or goal.
7	Ability to learn and adapt	To be enthusiastic about your work and to identify ways to learn from your mistakes, for the benefit of both you and your employer.
8	Numeracy	The ability to use data and mathematics to support evidence or demonstrate a point.
9	Valuing diversity and difference	Knowing the value of diversity and what it can bring to the workplace/ team. Understanding and being considerate of the different needs of individuals.
10	Negotiation skills	To take on board other people's feelings and express your own requirements in an unemotional clear fashion to achieve a win-win outcome.

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