**Transferable Skills**

These days businesses want employees to have a set of skills in addition to the specific or technical skills a particular job requires. These are transferable skills. They help you to do your job better, whatever sector you work in.

**Here are some of the top transferable skills employers are looking for:**

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|  |  |  |  |  |
| **Teamwork** | **Negotiating** | **Creativity** | **Communication** | **Positive attitude** |
|  |  |  |  |  |
| **Initiative** | **Organising and planning** | **Problem solving** | **Leadership** | **Financial literacy** |

It might surprise you to know that you will already be using some of these skills in your everyday life. For example -

* Ever had to look after a younger sibling? Chances are you’ll be using these skills

  

* Played on a sports team at school or in your spare time? You will have used these skills for sure

 

**Activity**

Have a go at matching the transferable skills to these activities.

|  |  |
| --- | --- |
| **Activity** | **Skills** |
| Group work at school |  |
| Shopping with a parent |  |
| Gaming |  |
| Organising a night out with friends |  |
| Part time job |  |
| Online shopping |  |

Can you come up with some examples not on this list that you do and pick the skills you think match?

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| --- | --- |
| **Activity** | **Skills** |
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