

Skills That Get Noticed

"Employability Skills" are the language of the workplace and the good news is they are portable, and will transfer with you when you move between jobs.

Research conducted by the Foundation of Young Australians (FYA) predicts young people could have 17 different jobs over 5 careers in their lifetime. A different job doesn't mean you need an entirely different skill set; your current skillset may fall into a cluster of jobs.

Regardless of what stage you're at in your career, it's super important to understand how your skills can transfer from one job to another. In fact, FYA say that when you train for one job, you can acquire skills for 13 other jobs.

Important skills for your career include:

- your **technical skills**, also called hard skills
- your **employability skills**, also called soft skills and
- your unique **personal attributes**, in other words your personality traits

Let's take a barista for example: they understand how to use the coffee machine to make a cappuccino (technical skill). They work in a team and communicate with customers (soft skills) and they are friendly and happy (personal attributes). See how these skills overlap?

While employers seek the right technical skills when hiring candidates, research suggests that soft skills are equally important if not more important. And then there's your personal attributes, the qualities that are unique to you.

By developing a portfolio of your skills and capabilities including volunteering, work experience, and other life experiences, you are opening doors to countless other possibilities. And really knowing and embracing your set of skills builds confidence and assists you to match your skills to a job. It also helps you to write a winning job application, and then to shine in an interview.

