

Class notes corrected today by ChatGPT

Sometimes, when I run training sessions for students seeking employment, I ask them to think about their skills. They are often not fully aware of what they can “bring to the table”.

Marketing and digital marketing are skills that I have learned in addition to the knowledge gained through my studies.

Creative writing.

Design skills for social media posts.

Swimming and cycling are more interests than skills.

I enjoy playing board games.

Language skills, especially a good knowledge of English, are very important.

I volunteered in data registration during the war.

I volunteered to teach and tutor my brother and his friends during their schooling.

I think I have some soft skills, such as leadership ability and time-management skills.

These more general qualities can be mentioned in a cover letter or personal statement.

It can be quite difficult to identify these things. We often do not really know ourselves, and it is important to strike the right balance between being positive about what we can do and overstating (exaggerating) our abilities.

Perhaps ask friends and family what they think you are good at.

In terms of looking for work or even applying for further studies, it is important to identify one’s real motivations and interests: what do I really want to do?

Yes, it is very useful to test one’s skills and abilities.

There is no single best way to be.

One has to find out what one enjoys and what one can do. Trying to do something, or be someone, that you are not will not really work.

Obviously, we can all change to some extent, and training can improve not only knowledge but also social skills and qualities associated with personality. However, there are limits.

You can acquire a wide range of skills when necessary.

What work-related activities do you really enjoy doing?

I like problem-solving.

Mixing the fillings.

It is important to identify whether one prefers literary or numerical work. Do you like working with numbers, or do you prefer working with words? Do you prefer research-based work on computers, or do you prefer more interactive work with people?

Here are some unusual words from the text and their definitions:

1. proficiency; a high level of skill or competence in a particular area
2. organisational; relating to the planning, coordination, and management of activities or people
3. strategic; involving careful planning designed to achieve a long-term goal
4. volunteering; giving one's time and effort freely without payment to help others
5. transferable; able to be applied or used in different situations, jobs, or contexts
6. administrative; relating to the management and organisation of an institution or activity
7. mentoring; providing guidance, advice, and support to help someone develop their skills
8. initiative; the ability to act independently and take action without being told what to do
9. responsibility; the duty to deal with something or to take care of someone or something
10. commitment; the willingness to give time, energy, and effort to a task, activity, or goal consistently over time