Search for a current job posting which is of interest to you. Review the job posting and reflect on the following:

1: What Essential Employability Skills do you possess that matches the job?

I want to start my carrier as data analyst. For this position there are many skills required. The skills I am already versed with are: -

Technical Skills: - I posses, sufficient knowledge about few programming languages that is a necessity. These are Python, SQL and R.

Critical Thinking: - I also posses the critical thinking, where one is needed to think critically and evaluate objectively.

Teamwork and collaboration: - I have participated in many group activities and organised events. I have the understanding, on how to work in a team.

2: What Essential Employability Skills do you need to work on to recognize any deficits, and how will you work to enhance these?

These are the list on skills that I need to work on.

Time management: - Time management is crucial in any type of work, and I am lagging in this. To improve this, I need to be punctual and submit my work in time at any cost.

Technical Skills: - I posses the basic understanding of some language, but I need to start building some projects, so that I can gain deep knowledge about these technical skills.

Tools: - As a data analyst, I am supposed to have good command over few tools, such as excel, power BI, Tableau. I could start with YouTube, learn some basics and them start making small projects.

Improve communication: - I have noticed, that while communicating, I pause a lot, which clearly indicate, that my communication skills are not at desired level. I should start learning new phrases and implementing them at the same time, to improve my skills. And tries to speak as much as possible .