

SOFT SKILLS FOR CAREER SUCCESS

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CONTENTS

Chapter	Index	Page
I	Introduction to human capital	1
	What is human capital	1
	Introduction and Meaning	1
	The constituents of Human Capital	4
	Nature of Human Capital	5
	Role and relevance of Human Capital	8
	Human Capital Vs Human Resource	9
	Human Capital Formation	9
	Composition of Human Investment	11
	Human Capital Management	12
	Achieving successful HCM	14
	Human Capital and Organisational Success	16
II	The paradigm of skills versus Talents	19
	The Youngster dialogue today	19
	How to Find a Talent	19
	Talent Vs Skills	20
	The comparison chart	21
	How to find my Talents – Self Discovery	21
III	Know your Employability Skills	26
	Why skills are important	26
	Why should you get job skills	26
	Examples of employability Skills	29
	Relevance of employability Skills	29
	Common employability Skills	31
	Personal Skills	31
	Applied Knowledge	33
	People Skills	35
	Workplace skills	36
	Specific skills that ITES/BPO and software company demands	39
	Employability skills and challenges in 21 st	43

	Century	
	Test Module - Employability Skills and attitudes of employees	45
IV	Skill development	
	What is skill development?	47
	Hard Skills	47
	Soft Skills	48
	Objectives of Skill Development at workplace	48
	Individual – Organizational - Functional – Societal	49
	Need and Benefits of Skill Development	50
	Ways organization could adopt to Skill Development	50
	How to create a job skills development plan	53
	Training – a tool for skill development	54
	70 – 20 – 10 Rule skill development plan	55
V	Sharpening the employability skills of graduates	65
	Examples of ways to develop skills	66
VI	Where you stand in Job Market	69
	Knowing what you're worth in the job market	72
	How to brand yourself	72
	Things to Know When Entering the Job Market as a College Graduate	74
	Calculate the value of career skills you possess	79
VII	All about your Interviews	82
VIII	Resume Writing	87
IX	Career Choices For Your Type	100
X	Motivation and Career Development	125

SOFT SKILLS FOR CAREER SUCCESS

This book provides a clearly structured and comprehensive overview of the soft skills essential for effective functioning at work. Each title of the book concentrates on specific soft skills to help you design a successful career. Whether you are a new job seeker, a person re-entering the business world, a recent college graduate, or a long time employee, this book will be helpful to begin with Stepping Stones to your career success. This book is essential reading for anyone who wants to polish their soft skills and really get ahead at work.



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