



Skills & Qualities

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Skills and Qualities?

Related to what we are capable to do from a cognitive, practical and emotional level.

Fundamental for labour market

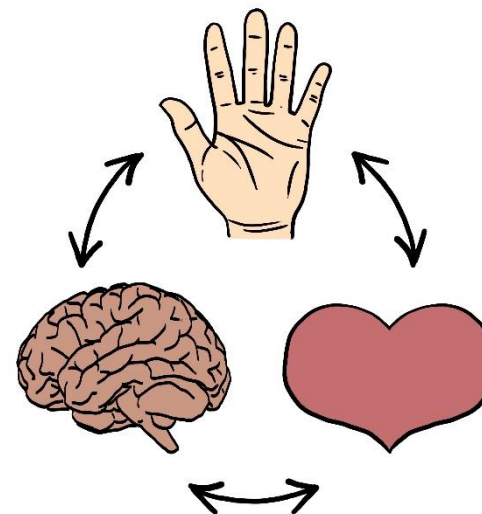
Different terms include Competences, Hard Skills, Soft Skills, Qualities, Capacities, Abilities.

Key Competences



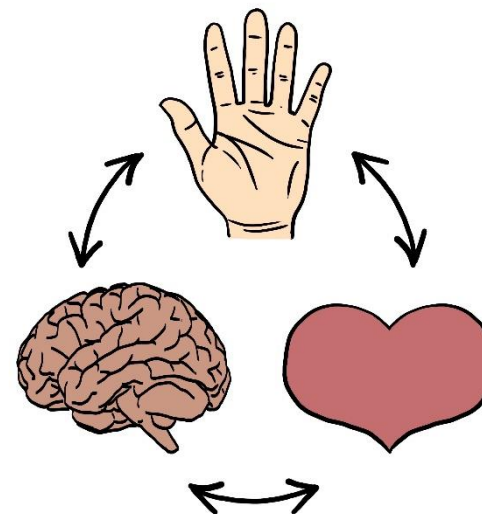
- 1) Literacy
- 2) Multilingual Competence
- 3) Personal, Social and Learning to Learn
- 4) Citizenship
- 5) Mathematical, science, technology and engineering
- 6) Digital
- 7) Entrepreneurship
- 8) Cultural awareness and expression

Knowledge, Skills & Attitudes



Element	Connected with	Meaning
Knowledge	Head/Brain	Cognitive/Theoretical information we know about a certain topic/area
Skills	Hands/Physical Actions	Practical ability/capacity to do something and perform a specific task
Attitudes	Heart/Feelings	Reaction to different happenings, behaviors when dealing with certain tasks

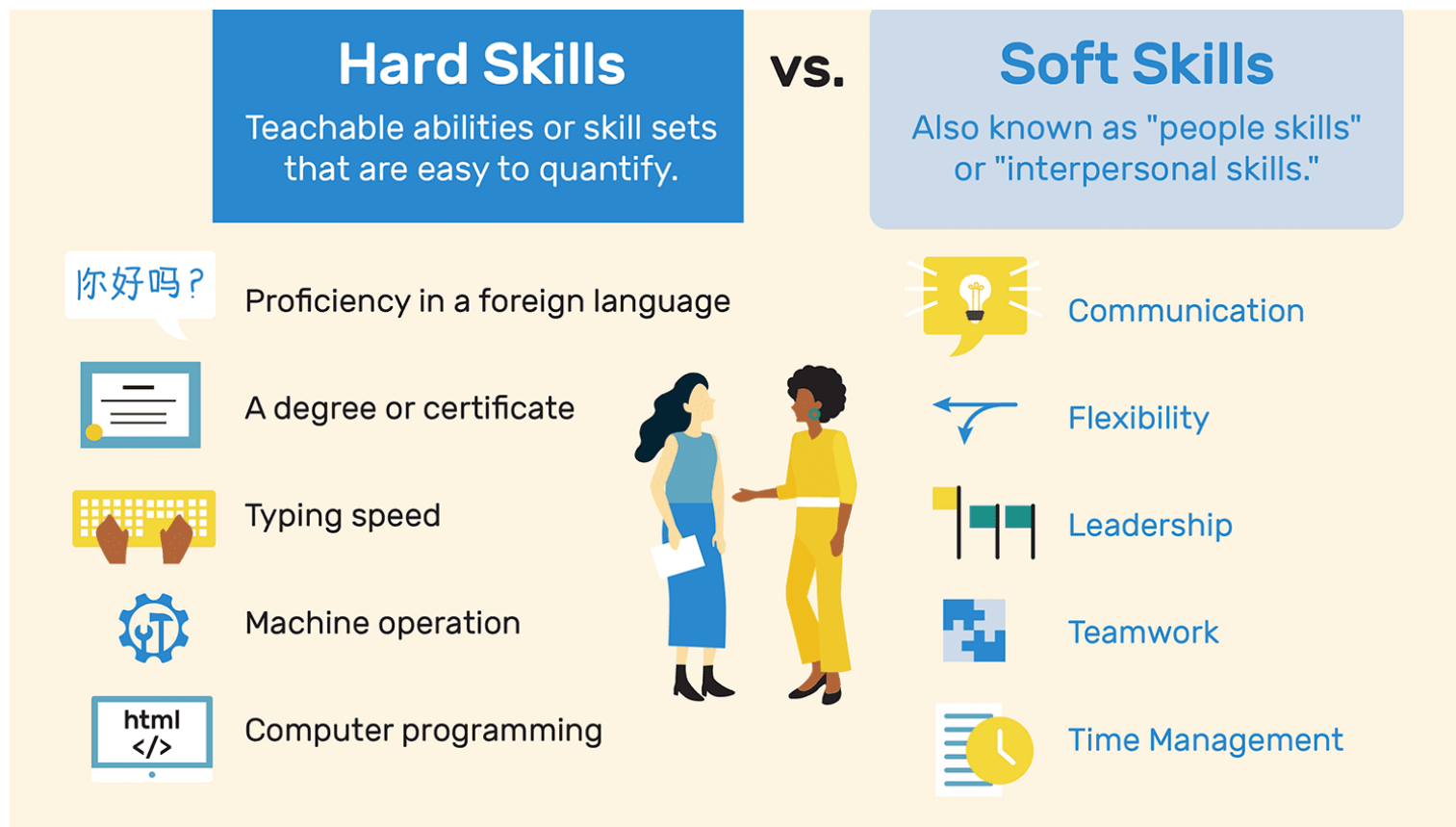
Knowledge, Skills & Attitudes II



Knowledge	Skills	Attitudes
Grammar, vocabulary, rules of pronunciation, phonetics and spelling	Listening, reading and writing, oral comprehension and expression, participating in a conversation and simultaneous and non-simultaneous translation	The confidence to speak a foreign language, watching films in their original version with or without subtitles, listening or watching international news broadcasts on foreign radio or TV networks, reading a book or watching a play in its original language

PHOTODISC

Hard Skills & Soft Skills





Hard Skills & Soft Skills

They are both fundamental to get hired



Soft Skills are more difficult to identify, test and rate

75% of long term job success results from soft skills and only 25% from technical skills, according to studies by Stanford Research Institute and the Carnegie Mellon Foundation among 500 CEOs



What are the top Soft Skills?



IDEAS & EXAMPLES:

<https://www.developgoodhabits.com/soft-skills-list/>

TASK

List (in order) the 5 most important soft skills for the labour market







What are the top Soft Skills?



Top 10 skills of 2025

-  Analytical thinking and innovation
-  Active learning and learning strategies
-  Complex problem-solving
-  Critical thinking and analysis
-  Creativity, originality and initiative
-  Leadership and social influence
-  Technology use, monitoring and control
-  Technology design and programming
-  Resilience, stress tolerance and flexibility
-  Reasoning, problem-solving and ideation

Type of skill

-  Problem-solving
-  Self-management
-  Working with people
-  Technology use and development

Source: Future of Jobs Report 2020, World Economic Forum.



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What are my best Soft Skills?



TASK

Try to list as many soft skills you have as possible (at least 10) rating how good you are in them from 1 to 10.

IDEAS & EXAMPLES:

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Soft Skills: How to improve?

QUICK TIPS

- What you want to improve?
- Assess what you have
- Check with other trusted people
- Plan your learning path
- Check available resources
- Observe others and ask for advice
- Try to be objective with yourself
- Be always ready to learn
- Try to adapt to changes
- Adopt a positive attitude
- Monitor your learning points
- Take notes of your progress



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Soft Skills & CV



GOLDEN RULES

- Honesty
- Relevance with Job/position/requirements
- Easy to see and understand
- Where/How did you learn?



THANK YOU!

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