



Skills for the job

1) Read these famous quotes and complete them with an adjective that goes before the word **skill**.

ENGINEERING - INTERPERSONAL - PHYSICAL - TECHNICAL

Venus Williams
tennis player



Tennis is mostly mental. Of course, you must have a lot of _____ skill, but you can't play tennis well and not be a good thinker. You win or lose the match before you even go out there.

Mahathir Mohamad
politician and physician



A country without _____ skill and knowledge will never become a developed country.

Bruce Rauner
businessman and politician



Great teaching requires incredible talent and dedication, strong intellectual ability and _____ skill, real discipline and empathy.

Eric Hoffer

philosopher and social critic

Where there is the necessary _____ skill to move mountains, there is no need for the faith that moves mountains.



3) Choose the correct type of skill for each sentence.

My grandparents taught me some _____ skills such as putting up a tent.

If you want to study in the US, you should improve your _____ skills.

He still needs to work on his _____ skills if he wants to get that job in the office.

I'm going to a conference next week, which means I will have to use my _____ skills.

He wants to work in customer service, but he needs to practise his _____ skills.

2) Watch a video about hard and soft skills.

3) Watch the video and decide which sentences are about soft skills and which are about hard skills.

	HARD SKILLS	SOFT SKILLS
a) You can't do your work without them.		
b) They are also called "people skills".		
c) <i>Communication</i> is an example of this type of skill.		
d) You can learn them in school or when you work.		
e) You need to practise them with other people.		
f) You can measure them easily.		
g) You need them if you want to be successful in your job.		

3) Classify the following skills into hard and soft.

- Project management
- Computer skills
- Adaptability
- Being creative
- Public speaking
- Graphic design
- Emotional intelligence
- Coding
- Foreign language proficiency
- Being a good leader
- Being a team player
- Communication skills
- Time management
- Problem-solving
- Data analysis
- Critical thinking

ACTIVITIES FOR NEXT CLASS

A) Look at the skills in exercise 3 and decide which fit best into each category below.

- the three most important skills for a social media specialist
- three skills which take the most time to learn
- the three most important skills in the job market today
- three skills which are the most difficult to measure



B) What skills do you need for your job?

Make a list of hard and soft skills that are important for your job. Use skills from Activity 3 and add your own ideas.