## Employability skills training for schools, colleges and universities

**UK Skills Ltd. a UK based not-for-profit organisation,** through its partner in India, the Education for Employment Foundation (EEF), provides a full employability skills curriculum and assessment regime for learners at all levels.

**Employability Skills:** Preparing students for the world of work is one of the biggest challenges to educators in modern India. Industry and Commerce report, and the media is abound in stories of, graduates who do not possess the basic soft skills and workplace skills needed for a modern India. Those gaining employment have low retention rates once in work. This leads to many finding it difficult to gain appropriate work and then not remaining long in employment when they do. It is now increasingly the role of Educational Institutions to teach students their subjects and ALSO prepare them for the world of work. UK Skills and EEF provide a curriculum (and assessment regime) of employability and work place skills appropriate for students leaving formaleducation.

What EEF and UK Skills offer? Typical of those skills which employers are looking for and that which we address:

- VERBAL COMMUNICATION Able to express your ideas clearly and confidently in speech
- 2. TEAMWORK Work within a group
- 3. COMMERCIAL AWARENESS Understand the commercial realities of an organisation
- 4. PROBLEM SOLVING Gather information systematically to establish facts & principles
- 5. INITIATIVE/SELF MOTIVATION Show initiative, identify opportunities, put forward ideas & solutions
- 6. MOTIVATION AND DRIVE Get things done, make them happen, looking for better ways of doing things.
- 7. WRITTEN COMMUNICATION Able to express ideas and activities clearly in writing
- 8. PLANNING & ORGANISING Able to plan activities & carry them through effectively
- 9. FLEXIBILITY Adapt successfully to changing situations & environments
- 10. TIME MANAGEMENT Manage time effectively, prioritise and to work to deadlines.
- 11. NEGOTIATION SKILLS getting the best deal, having a bottom line.
- 12. DECISION MAKING having the right attitude at work
- 13. DEVELOPING SELF-ESTEEM
- 14. PERSONALITY AND SELF-DEVELOPMENT know yourself, understanding your own abilities
- 15. ENTREPRENEURSHIP setting up and running your own business
- 16. FINANCIAL LITERACY being able to understand financial information, money and accounts.
- 17. CONFLICT RESOLUTION AND ANGER MANAGEMENT
- 18. CREATIVE AND CRITICAL THINKING essential from problem solving and innovation

With courses from 30 up to 200 (and beyond) guided learning hours we provide an internationally recognised programme of studies that can be tailored to the needs of the student or educational institution.

**Our mission?**UK Skills, working with its partners in UK education Institutions of international reputation, and from India with the Education for Employment Foundation and others, has the experience and expertise to help people and companies from the village to the metro to the smart city.All work is carried out and invoiced from India by trained managers employed by the Education for Employment Foundation and trained by UK Skills

**UK Skills and its Indian partnerEEF,** have a long experience as not-for-profit organisations in developing and delivering learning, assessment and qualifications including face to face, paper based and digitally delivered training. Both EEF and UK Skills have a clear focus on providing solutions that are tailored to the requirements of a modern India and meet the needs of learners, industry and society. We confidently boast effective and efficient quality management procedures, processes and systems. These form the backbone of our delivery of assessment, learning, training and qualifications. We work with a rangeof customers and clients in Education and Training across the educational landscape in government funded, CSR and industry funded environments. We work with our clients and customers to specify requirements and tailor learning and systems to meet those requirements. These haveled to a record of successful implementation with benefits to all stakeholders.

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