

Soft skills include:

- communication
- creative thinking
- work ethic
- teamwork
- decision making
- time management
- motivation
- flexibility
- ingenuity
- professionalism



Schillerschule HANNOVER



Erasmus+



Used links

<https://www.thebalancecareers.com/what-are-soft-skills-2060852>
<https://www.thebalancecareers.com/what-are-soft-skills-2060852>
https://en.wikipedia.org/wiki/Soft_skills
<https://www.wikihow.com/Improve-Soft-Skills>

Rasmus, Helena, Kärt

How to develop soft skills

How to...

... develop your communication skills

- Aim to be understood
- Make eye contact
- Monitor your body language
- Develop your writing skills
- Practice speaking
- Practice active listening skills
- Pay attention to the other person's body language

... strengthen interpersonal relationships

- Build relationships
- Be friendly with colleagues
- Manage conflict in healthy way
- Network with people inside and outside your organization
- Practice leading

... demonstrate enthusiasm and ingenuity

- Make initiative
- Do takes without being asked by someone else
- Seek more challenging work
- Improve your problem solving skills
- Boost you creativity

TOP SOFT SKILLS ACCORDING TO HR PROFESSIONALS



Work Ethic



Communication Style



Team Work



Personality



Problem Solving



Creative Thinking