## Skills to Pay the Bills: Mastering Soft Skills for Workplace Success: Mastering Soft Skills for Workplace Success (Paperback)



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## Reviews

Complete guide! Its this sort of good read. It is rally exciting throgh studying period. I am just pleased to explain how here is the very best publication i have go through inside my own existence and could be he very best publication for at any time. (Adele Rosenbaum)

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## SKILLS TO PAY THE BILLS: MASTERING SOFT SKILLS FOR WORKPLACE SUCCESS: MASTERING SOFT SKILLS FOR WORKPLACE SUCCESS (PAPERBACK)



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Government Printing Office, 2017. Paperback. Condition: New. Language: English . Brand New Book. According to the National Collaborative Workforce and Disability for Youth (NCWD/Youth), the development of soft skills is identified as a critical component for success in activities such as civic participation and youth leadership in addition to school- and work-based learning experiences. Companies have identified the following competencies as key to success of young workers: Communication; Networking; Enthusiasm and Attitude; Teamwork; Problem Solving and Critical Thinking; Professionalism. Activities that can be found in this publication were created to provide an introduction to the basics of soft skills. These materials have been designed with youth service professionals in mind -specifically those working with in-school and out-of school youth, ages 14-21, on career and workforce readiness skills. Many of the exercises within this resource offer timed activities with directions for specific-workplace scenarios. Some of these activities include several interview role-play situations, plus lessons about a resilient attitude and understanding directions, to networking, plus social media, and email etiquette tips for professional work settings. With each activity, the text allows for extension activities, and journaling activities which are elements of common core principles taught in America s public school system today. Some of the exercises also present follow-up questions with spaces provided for answers as part of hands-on learning lessons. These activities can be used by a facilitator within a school s career and technology center, or a faith-based career search program, and by youth ages, 14-21 that are eager to find a paid position. Related products: Employment Interviewing: Seizing the Opportunity and the Job is available here: //bookstore.gpo.gov/products/sku/029-001-03364-8 Careers Begin Here: Recruiting.jobcorps.gov is available here: //bookstore.gpo.gov/products/sku/029-000-00464-1 High-Earning Workers Who Don t Have A Bachelor s Degree is available here: //bookstore.gpo.gov/products/sku/029-001-03325-7 Apprenticeships: Career Training, Credentials, and a Paycheck in Your Pocket...

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