Which Classroom Skills Translate To The Job Market?



Boost your marketability by focusing on classroom skills that can get you hired.

By Tony Moton

A college degree, a polished resume, maybe even some new shoes...

Check, check, and check.

On the surface, this might be enough for a candidate to land the right job.

But in today's highly competitive hiring market, <u>college students</u> also need to consider which skills they learned in the classroom can help them nab the jobs they're after.

Cheri Butler, president-elect of the National Career Development Association (NCDA), highly recommends students pay close attention to how their college experiences play a part in the job hunt.

"I encourage them to find their own strengths," she says. "Then you can capitalize on these strengths."

The National Association of Colleges and Employers (NACE), a sister organization of Butler's group, recently unveiled a list of the most desirable skills bosses seek in potential employees.

Check out the list to see how you can connect your classroom experiences to valuable job skills.

1. Communication Skills

Can you effectively share ideas with others? The ability to express thoughts simply and clearly ranks at the top of the list...and for good reason. Most <u>careers</u> require interpersonal interaction, and this skill goes a long way when it comes to being creative or solving a problem.

From Classroom to Career: Classroom presentations and group projects can help you develop valuable communication skills that could come in handy when selling products, running meetings, coordinating events, and developing new ideas.

Educational Programs That Build Communication Skills:

- Human Resources
- Business Management
- Administrative Support
- <u>Child Care and Child Education</u>
- Marketing and Communications
- Psychology and Counseling
- Graphic Design and Multimedia

2. Analytical Skills

Are you detail oriented? A knack for solving problems and the ability to think logically rank high among preferred skills for applicants. Analytical skills are especially prized in professions where employees are expected to multi-task under pressure.

From Classroom to Career: Classes that promote analytical skills can help in finding solutions, analyzing data, and problem solving on-the-job.

Education Programs That Build Analytical Skills:

- <u>Technology Support</u>
- Computer Science
- Database Technology
- Network Administration
- Programming and Software
- Accounting and Finance

3. Teamwork Skills

Do you work well with others? Being able to work effectively in a group is important at almost every level of employment, from upper-level management on down.

From Classroom to Career: Think group projects are a waste? Think again. The skills you gain can help in managing organizations, supervising others, and delegating responsibility.

Education Programs That Build Teamwork Skills:

- Nursing and Medical Assisting
- Licensed Nurse and Registered Nurse
- Criminal Justice and Security
- Paralegal
- Graphic Design and Multimedia
- Restaurant Management

4. Technical Skills

Are you computer savvy? Jobs in the <u>technical</u> and science fields generally require workers who are able to keep pace with new technologies and gadgets. Being able to work with (and explain) complex systems or equipment is an invaluable tool for applicants in the eyes of employers.

From Classroom to Career: Developing technical skills in the classroom can help launch a career in technology or media. Talk to working pros or read industry web sites to make sure you're working with current tools. That way, you'll be able to hit the ground running from day one.

Education Programs That Build Technical Skills:

- IT and Information Systems
- Programming and Software
- Network Administration
- Graphic Design and Multimedia

5. Strong Work Ethic

Have you made special efforts to reach your goals? Applicants who have shown they can meet deadlines, remain committed to tasks, and handle pressure with grace are among the most highly sought after.

From Classroom to Career: Taking <u>online classes</u> or attending night school really requires dedication and time management skills, all things that will prove useful when you have a tight deadline to meet or need to motivate others.

Educational Programs That Build A Strong Work Ethic:

- Health Care Administration
- General Nursing and Medical
- Business Management
- Business Administration
- Administrative Support
- Education and Teaching