

# Personal and Work Experience

11 pages | 2530 words

## Introduction

The aim of this assessment is to analyse the skills that I have managed to develop from my work experience, and the new skills in which I need to develop in order to become a more efficient worker. It will be based around a set of slides used previously which identified a numerous of skills such as the Foundation Skill, Transferable Skill and the Marketable Skill. Another objective of this assessment is to raise my profile of employability, i.e. to make myself more employable with all the skills I have developed, and to be able to approach employability in a strategic way. I will be discussing all three Work Experience plans- Employability Profile in more detail and areas in which I know I will need to improve on in order to improve my set skills for the working environment. The organisation in which I work for this module is La Cave wine bar and restaurant in south Anne street, Dublin 2 I have been working in the kitchen as a sous chef and I've also worked on the floor as a waiter and throughout my experience I have managed to gain a lot of new skills in which I will be discussing in this assessment all the skills I have developed and skills in which I will need to improve on.

## Foundation Skill

Definition Foundation skills are the basic skills, and these are required for each employee. They can be classified as basic, people, thinking and personal qualities. They are fundamental as they include the combination of the basic foundation skills which are Literacy, Numeracy, Listening and Language, in shorter words it's the basics on if you know how to read, write and speak which are the basic skills in order to be employable, as it shows that you have completed some sort of an education. Other foundation skills are Self Esteem, Responsibility, Team work and Leadership.

## Work Place Skills

I do have the Foundation Skills as I am able to read, write and speak in the main language which is English, but I have noticed that some of my co-workers in La Cave don't have some of the fundamental foundation skills, as there is always mis understanding because of the language barrier, and because they lack some of the foundation skills such as Language and Literacy, but Numeracy is good. I don't seem to have a problem when it comes to the language and speaking skill as I speak another language fluently which allows me to communicate with the head chef with no misunderstanding and also speaking the origin language which is English which allows me to communicate with my English speaking co-workers and clients if they have any questions or queries about certain dishes. Other Foundation Skills I have managed to develop in my workplace is being able to work in a team as it is crucial, because everyone needs each other in the organisation, for example in the organisation I work in La Cave Restaurant, they wouldn't be able to run without the chef as he is the only person working in the kitchen Team Work is...

# Job Experience Papers

**RC Schank**



## **Job Experience Papers:**

## Unveiling the Magic of Words: A Review of "**Job Experience Papers**"

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provide details facts and evidence that support the claim you're making you should also explain any attempts you've made to  
solve the problem yourself

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name company name address city state zip code dear hr manager's name i am writing to report an incident of workplace

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