IIT ROORKEE

NPTEL ONLINE CERTIFICATION COURSE

LECTURE-6

Interpersonal attributes

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Interpersonal attributes

- Interpersonal relations makes a uniformity modeled personality, but it success they depends on the particular person.
- Job skills are known as "hard skills,“ they are technical skills learned through education or training.
- Soft skills are personal or interpersonal talents that cannot be measured but still effect a job performance.
- An applicant should have both, practical job skills and personal characteristics that make him a team player.

What Survival Skills and Personal Attributes Do You Need to Succeed?

- A potential employer might have required skills but it remain invisible unless you are able to display them.
- Basic among survival skills are social skills, which are increasingly important in all kinds of jobs.
- skills that are high in demand are problem-solving, interpersonal skills, and technical writing.

Attributes are aspects of your nature it enable you to be someone:

- **Positive personal attributes-** are necessary attributes which provide the essence of ‘quality’ in working.
- **The importance of personal qualities-** are the foundation of how we behave and interact with others, and they with us.
- **Personal Qualities-** Self-Esteem, Self-Management, responsibility etc.
- **personal attributes valued by employers-** like Self- motivation, leadership qualities, respect, and team- working etc.

Skills and qualities to use on your CV

- Interpersonal skills is essential for almost all jobs and highly valued by employers.
- Teamwork skills refers to how well you work with others in a team.
- Leadership skills is an important quality to have, when need to call upon.
- Ability to handle pressure and meet deadlines.