

## Next Steps

- Contact your local college for a list of courses you may want to apply for
- Write a CV if you don't already have one
- Look for any volunteering opportunities in your area of interest
- Start searching for a job that you think you'd be suitable for and enjoy
- Apply for your chosen course/ volunteer role/ job

Your Support Worker can provide you with additional leaflets on how to write your CV, effecting job search skills, completing job applications and interview skills.



This skills review leaflet is part of a wider range of employability skills information from DISC.

Ask your Support Worker if there are any more health and wellbeing issues that you would like to receive information about.



Employability Skills



## Skills Review



## How to Identify Skills

We often don't realise what skills we have that would make us suitable for a particular type of work until we begin to list them. Friends and family will have a different view of your skills, so speak to them and they may well pick out things that you hadn't realised.



Don't be too modest in identifying your skills and abilities. We all have a range of skills that we either naturally have or that we have gathered from our previous jobs, life experiences, education or hobbies.

Think of the activities that you enjoy or that you have an interest in, and think about how much this would influence you in your choice of work—for instance, if you really enjoyed something, would you be prepared to take a lower paid job in order to do it?

Look at the table in the next section and tick each group that include things you are interested in. In the space below, write what you have done in that area of interest. As an example, you may tick the box for the Natural group of interests because you have previously worked in a pet shop or you like gardening.

## Skills Table

- |  |
|--|
| <input type="checkbox"/> <b>Natural</b> (Caring for animals/ plants, nature)         |
| <input type="checkbox"/> <b>Mechanical</b> (Using/ understanding mechanics)          |
| <input type="checkbox"/> <b>Practical</b> (Using strength/ skill to build or repair) |
| <input type="checkbox"/> <b>Outdoor</b> (Being outdoors/ active)                     |
| <input type="checkbox"/> <b>Artistic</b> (Music, art, design, beauty)                |
| <input type="checkbox"/> <b>Verbal</b> (Using written or spoken words/ languages)    |
| <input type="checkbox"/> <b>Numerical</b> (Working with numbers)                     |
| <input type="checkbox"/> <b>Clerical</b> (Paperwork based activities)                |
| <input type="checkbox"/> <b>Enterprising</b> (Leading, dealing with people)          |
| <input type="checkbox"/> <b>General Service</b> (Providing a service to people)      |
| <input type="checkbox"/> <b>Social Service</b> (Advising/ helping people)            |
| <input type="checkbox"/> <b>Scientific</b> (Discovering facts, solving problems)     |

## Opportunities

Now that you've looked at where your skills and interests lie, you are in a better position to consider what opportunities you may now wish to explore.



Do you have the necessary experience to go into a job where your interests lie? If not, you may decide to begin a course of education or training as a route into employment. Your local college or university will have a list of full and part time courses available. Talk to your Support Worker about finding out how much your chosen course will cost and if there are any grants available.

If you decide to apply for employment, consider whether full or part time work would be best for you. Your Support Worker can help you look at your options.

To gain experience in your chosen area of interest, you may wish to consider voluntary work. Think about how much of your time this will take up and if it will affect other commitments you may have. Speak to your Support Worker about volunteering opportunities, either with DISC or elsewhere.