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## SOFT SKILLS FOR FUTURE TECHNOCRATS

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### Abstract

The topic ‘Soft skill for Technical Students’ provides the knowledge about various elements of soft skills and its impact on the technical students either in the process of interview or in their daily routines. Moving ahead with, a lot of questions would flow in on soft skills in the minds of the students. On the surface level, this topic recommends the list of soft skills such as communication skills, leadership qualities, managing the time, adaptability etc. and the consequences of implementing the soft skills for career success such as clearing JAM, GD Sessions, cracking interviews, upholding harmonious relationships.

Teaching the soft skills for technical students in the institutions becomes a requisite now. As educational institutions are the manufacturing industries of the future generations, the soft skills play an essential role to build our next generations strong. Hence, all the educational institutions from various sectors like engineering, diploma, degree giving a special attention on the soft skills besides teaching technical skills.

**Keywords:** Soft Skills, Communication Skills, Positive Attitude, Leadership Skills, Adaptability, Career Success, Interview Process, Technical Students, Handling Challenges Easily.

### Introduction

#### The overview of Soft skills

Soft skills are the combination of personal skills, social skills, and behavior skills besides career skills such as communication skills, leadership qualities, managing the time, adaptability etc. Furthermore, the soft skills make the students to comprehend how to respond to the challenging situations. Moreover, the students who execute soft skills make harmonious and health environment at work place too. In this reason of it, the hiring bodies focus on soft skills besides technical skills during the process of interview. As a matter of fact, the students who are aspiring jobs compulsorily obtain awareness on soft skills to touch the height of the success in their career. It is to notify you that it is a positive sign that a few educational institutions included the customized syllabus of soft skills in academic class as regular subject and some institutions are providing the high-quality training on soft skills for their students. To continue the discussion further why technical students do has requirement on the set of soft skills. Soft skills are inevitable for the students from technical background to succeed in their career opportunities besides satisfied social interactions. For exemplification the students from engineering background interact with clients and participating in different meetings with the team throughout the day. To deal such activities the students require effective communications skills, active listening skills and strong convincing skills to maintain the healthy relationship at work place. For an instance positive attitude supports to maintain a good rapport with the superiors and subordinates. As we all know that the technical students usually work in industries where communicative, cooperative and collaborative work is mandatory in the team and with other departments. Therefore, the students from technical institutions seize their professional skills to interact with their co-workers. Nevertheless, having sound technical knowledge, the students might face challenges in day-to-day life too. Therefore, Strong interpersonal skills such an adaptability and flexibility are necessary soft skills to cope up with the strenuous circumstances.

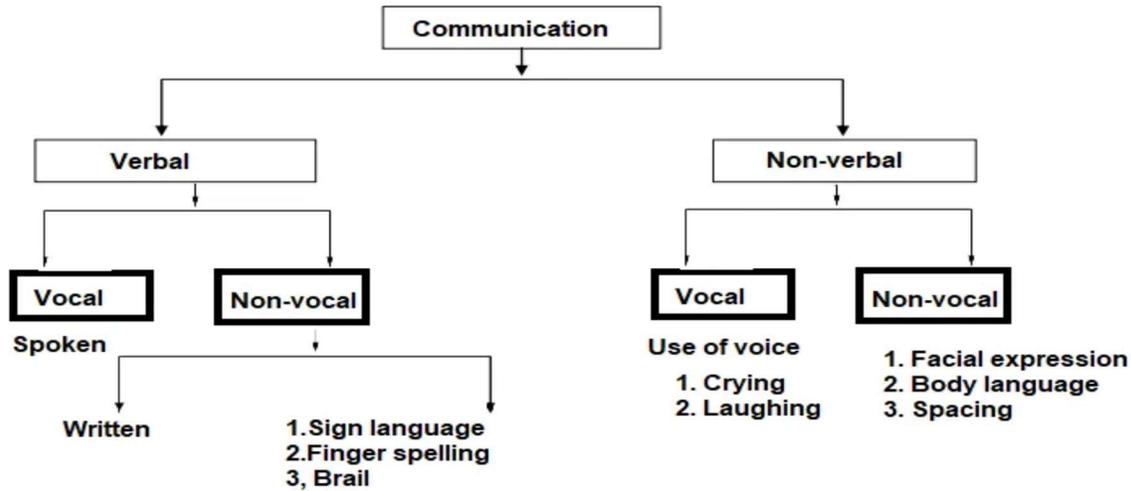
Let us be acquainted with a few soft skills which are pivotal for the students from technical institutions.



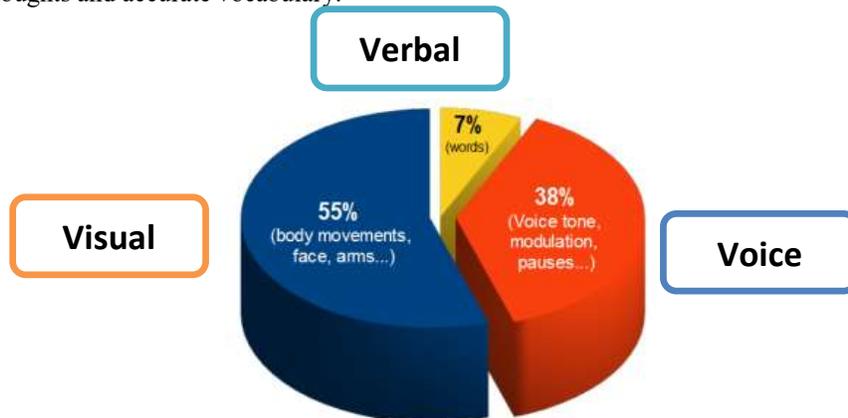
### Communication skills

At the outset, the significant soft skill is efficient communication skill. In fact, good communication builds transparency in the team and zero misunderstandings as well. Moreover, it is easy to percolate the message either top to bottom or bottom to top manner in the team. To gain such proficiency on communication skills, the technical students keep an eye on their sentence construction, Grammar elements and suitable Vocabulary.

## Types of Communication



To deep dive into the topic communication skills, Communication skills are categorized into two verbal and nonverbal communications. The technical students attain the skill on Verbal communication either by speaking (oral) or writing (written). The strong Oral communication skills protect the students from filtration rounds conducted by hiring team such as JAM, GD etc. By and large, the hiring team focuses on fluency, flow of thoughts, coherence and cohesion besides the conceptual knowledge of the students. To move to next, the Writing skills assists the students in terms of drafting E- mails to higher authorities, Cover letters and writing essays etc. However, while writing, the students must glance at sentence construction, Transitional words, Proper Punctuation and sequence in the flow of thoughts and accurate vocabulary.



Despite having excellent verbal skills, the students should assimilate the nonverbal communication too. Nonverbal communication usually identifies it as Body Language. Nonverbal communication transmits messages of emotions, intentions, attitudes and moods. In connection to that Body language is evidence which discloses a person’s state of mind. To draw your attention on the most noteworthy point that the picture depicts that, 55% importance given by the researchers for Nonverbal communication such as Eye- contact, Gestures (Hand movements), Posture (Body movements), Facial expressions. Smiles are free of cost in this reason of it spread it to the world to fill prosperity and



### Leadership skills

Similarly, another important soft skill is the leadership skills. The students who execute great leadership qualities yield wonderful opportunities in their career. In fact, a good leader seizes the qualities of pro activeness, forecast thinking, handing and assigning the responsibilities, taking ownership, driving the team goal oriented and empathetic. Leadership qualities uplift the students' confidence so that the students neither hesitant to face challenges nor worry on building better relationship with others. Furthermore, there is a saying such as Leaders are not born, they are made, that's why the students can transform themselves as leaders with great listening skills by encouraging innovative ideas in the team, supporting the team in tough times and fill the trust in the team with great vision etc.



### Positive attitude

In the same way, Positive attitude is another quality from soft skill which is equally important to the technical students. In fact, positive attitude sprouts from positive believes. The positive believes grow as positive attitude. The students who obtain the skills of Positive attitude, they not only accomplish all the assigned tasks with apt vision and perfection but also with great enthusiasm and efficiency. As long as the students get their hands on the soft skills, the Optimistic acumen works as a magic band on all the unexpected impediments. Therefore, the students could find the silver line in every worse situation to attain the goals confidently.

### Adaptability

Furthermore, Adaptability is another essential quality of soft skills provides courage to the students to execute willingness or readiness to new changes in the system. When the students acquire the skill of adaptability, the students could easily cope up with the unexpected challenges or conditions at work place too. Apart from this, Adaptability allows the students to tackle the unpredictable circumstances and navigate them to right direction to yield desired results. Undoubtedly, the students who learn soft skills could anticipate and execute their readiness to obstacles all the time with self - confidence. The quality of adaptability pushes them to fit in different work cultures and to find out other alternatives in problem solving. Adaptability is the crucial quality for Leadership too. Finally, I want to conclude as a result of throwing a spot light on, it is equally important to imbibe soft skills besides other skills such as technical skills, innovative skill for the technical students to construct incredible career. The students from the technical institution consistently work on the development of the soft skills. Soft skills increase credibility and personal integrity. Subsequently, the students not only grab plethora of opportunities but also retain relationship with good reputation in the society.

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