

"Soft skills" is an Erasmus+ project aiming at facilitating access to soft skills for people with low levels of qualifications and/or with disabilities, in order to favour their vocational and even social inclusion, and equal opportunities.



Growth mindset

Being able to question yourself and to progress

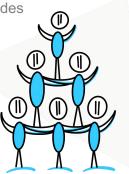


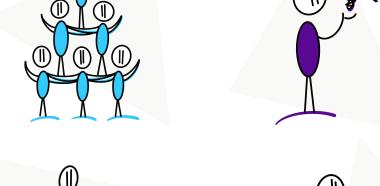
Self awareness

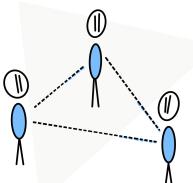
Know yourself



Inspire trust thanks to your actions and your professional attitudes







Interactions

Have the necessary language resources to understand and be understood. Show consideration and listening skills

Commitment

Be a creative force. Actively tackle work and connected tasks



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GROWTH MINDSET



ADAPTABILITY

ADAPTING TO CHANGE

Ability to integrate changes to adapt to people and the environment, in a positive way.



AUTONOMY

DOING TASKS WITHOUT ANY HELP FROM OTHER **PEOPLE**

Ability to be independent, think by yourself, make decisions and undertake actions by yourself, within the framework and limits set by the workposition.



ACCEPTING PROFESSIONAL REMARKS

ACCEPTING REMARKS

Ability to accept remarks and take them into account to improve your job.



LEARNING FROM YOUR OWN SUCCESSES AND FAILURES

Ability and desire to continuously acquire and update





PRESENTATION

TAKING CARE OF YOUR APPEARANCE

Ability to adapt your image and your appearance to your position.



SELF-CONFIDENCE

BELIEVING IN YOURSELF

Ability to appreciate your personal qualities and resources, which builds a sense of confidence.



EMOTIONAL INTELLIGENCE

CONTROL YOUR EMOTIONS

Ability to use the emotional information to identify the appropriate way to manage your emotions, depending on the situation.



SELF-REFLECTION

UNDERSTAND YOUR OWN FEELINGS AND BEHAVIOURS

Ability to put things into perspective to think about your own feelings and behaviours

COMMITMENT



SENSE OF ORGANISATION

STRUCTURING YOUR WORK IN A METHODICAL WAY

Ability to plan, prepare, prioritise and coordinate the tasks to be performed with a global vision of the situation



TAKING INITIATIVE

Ability to offer, take action or imagine new solutions to carry out or improve your job, according to the rules of the workplace.



SENSE OF RESPONSIBILITY

BEING AWARE OF YOUR DUTIES

Ability to take responsibility for the consequences of your decisions and actions, to feel responsible for the missions entrusted to you.ICATIO



ABILITY TO ANTICIPATE

GETTING PREPARED BEFORE ACTING

Ability to look to the future, to work with perseverance and to prepare according to your needs.

RELIABILITY



RESPECT OF THE RULES

RESPECTING THE RULES

Ability to respect the rules related to the context in which the activity is being developed.



SENSE OF ETHICS

BEING TRUE TO THE VALUES OF YOUR JOB

Ability to act according to the values of the job, to adopt a deontological attitude towards given situations.



EFFICIENCY

EACHING YOUR OBJECTIVES ON TIME

Ability to deliver expected results and objectives on time.



CONSCIENTIOUSNESS AT WORK

BEHAVE APPROPRIATELY

Ability and willingness to adopt the appropriate behaviour in the workplace and to make the necessary efforts to achieve goals.

INTERACTIONS



COMMUNICATION

KNOW HOW TO EXPRESS YOURSELF

Ability to express yourself clearly and effectively to know how to structure your ideas, adapt vocabulary and message to the person you are speaking to.



EXPRESSING YOURSELF WITH CONFIDENCE

Ability to express with confidence your feelings and assert your rights, while respecting the feelings and rights of others.



LEADERSHIP

Ability to influence and bring together a group in order to achieve a common goal, in a relationship of mutual trust and without exceeding your authority.



TEAM WORK

COLLABORATING WITH OTHERS

Ability to undertake missions together in mutual respect to achieve common goals.