

An Interpretation on Soft Skills Approach for Human Excellence and Professional growth in LPG Era

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Abstract: *In the Liberalisation, Privatisation and Globalisation Era (LPG Era) employability is a critical factor which threatens the sustainability of humans. All the world organisations are in search of individuals with miraculous potentialities. One such human efficiency is Soft skill. All companies tend to expect their employees to know how to behave on the job. They often presume that every individual has a reasonable understanding of how important it is to be on time, working as a team, taking initiatives and bring out excellent quality work. Soft skills are important for everyone to have a successful professional life. This paper intends to study various approaches of Soft skills to enhance human excellence.*

IndexTerms: *Liberalisation, Privatisation, Globalisation, Soft skills, Human excellence and Profession.*

INTRODUCTION

Soft skills are the Predominant skills which can turn a Person to a Personality. Acquisition of such skills is the demand of this Liberalisation, Privatisation and Globalisation Era (LPG Era) for human Excellency. The present scenario focuses less on ordinary capacities, strives to see Excellencies in every individual. As of now Soft skills are adored but are neglected, there is no sort of proven situation which can be well seen practically about soft skills leading majority of humans towards Success but it is to be understood that these are the driven factors which present the individual as incredible. People who are said as eminent and great are not born great but they turned as great. The underlying factors which widely distinguish great from the common people are their soft skills.

Human Excellence is a broader area which deals with the congregation of indigenous capabilities in an individual with adventitious factors. All human beings are not born with extraordinary capabilities but upon their focus they can excel their lives in a righteous way accommodating with the living community.

Soft skills are the category of skills which enhance human excellence, growth and development in their professional and personal relationships. These can be endeavoured by the individuals to have a successful, smooth and cordial bondage with the living community.

“What people get admired and appreciated for in a community are their soft skills: their ability to listen their courage and honesty their capacity for empathy”

M.Scott Peck

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Soft skills are important for everyone to have a successful professional life. We need to understand the significance of soft skills as they enable us to:

- Communicate well with the people around us
- Bolster Leadership qualities
- Builds confidence
- Pursue employment
- Maintain healthy Personal and Professional relations
- Experience success
- Nurture ours personality
- Work effectively in a team
- Adapt new environment
- Develop the feeling of togetherness
- Handle stress
- Display good body language

- Take righteous decisions
- Think out of the box
- Influence others
- Enhance Positive thinking
- Resolute conflicts
- Rely on values
- Attain desirable Personality

II. INTERPRETATION

Soft skills are essential in today's challenging professional world. It's difficult to attain all the soft skills in a day but they can be gradually inculcated by individuals through their everyday experiences. According to global scenario, to acquire Soft skills there is a systematic approach which defines essential skills in ten steps.

A ten step approach of Soft Skills

Wonderful Communication

"The art of communication is the language of leadership." – James Humes

Communication is the art and process of creating and sharing ideas. Effective communication depends on the richness of those ideas. Communication is the process of meaningful interaction among human beings.

The ability to communicate is an essential life skill. To be a good communicator, one needs to:

- Express own reflections and ideas clearly
- Develop relationships
- Provide feedback
- Be open to others' feedback
- Respect attitudes and opinions of others
- Be tolerant to different customs and cultures
- Give full attention to people while they are talking to you.
- Encourage other people to talk, and ask appropriate questions.
- Present your ideas so that others are receptive to your point of view

Self- Mastery

"Knowing yourself is the beginning of all wisdom"-Socrates

You can conquer yourself when you are aware of what you are. Self awareness is important to understand yourself better and experience a more conscious life. Self-awareness is directly related to both emotional intelligence and success. It helps you create achievable goals because you can consider your strengths, weaknesses, and what drives you when goal-setting. It allows you to guide yourself down the right path by choosing to pursue the opportunities that are the best fit for your skill-set, preferences and tendencies. It makes identifying situations and people that hit our triggers. It allows positive behavioural changes that can lead to greater personal and interpersonal success.

You can master yourself when you have:

- Self regard
- Self esteem
- Emotional assessment
- Self admiration
- Confidence
- Courage
- Clarity of thought
- Self efficacy

Strong leadership

"A leader is one who knows the way, goes the way, and shows the way".--John C. Maxwell

Leadership skills are the tools, behaviours, and capabilities that a person needs in order to be successful at motivating and directing others. Leadership skills involve something more; the ability to help people grow in their own abilities. It can be said that the most successful leaders are those that drive others to achieve their own success.

A strong leader should be:

- Honest
- Inspirational
- Competent

- Fair minded
- Supportive
- Broad minded
- Intelligent
- Straight forward
- Dependable

Admirable Motivation

"Influence and persuasion are two of the most powerful traits that can help you achieve your desired level of success."-- Ian Berry

Influencing is about understanding yourself and the effect or impact you have on others. Though it can, on occasion, be one way, the primary relationship is two way, and it is about changing how others perceive you. The more that people are motivated to be successful and achieve the goals set for them, the more their confidence in their own abilities will grow as well, which can, in turn, make them even more motivated.

Superb Team Playing

"Coming together is a beginning. Keeping together is progress. Working together is success." - Henry Ford

Teamwork is an essential part of workplace success. Like a cricket team working together to set up a perfect game plan, every team member has a specific role to play in accomplishing tasks on the job. The ability to work as part of a team is one of the most important skills in today's job market. Employers are looking for workers who can contribute their own ideas, but also want people who can work with others to create and develop.

Teamwork involves building relationships and working with other people using a number of important skills and habits:

- Working cooperatively
- Contributing to groups with ideas, suggestions, and effort
- Communication
- Sense of responsibility
- Healthy respect for different opinions, customs, and individual preferences

Conflict resolution

"Conflict is drama, and how people deal with conflict shows you the kind of people they are"----- Stephen Moyer

Conflict is a normal, and even healthy, part of relationships. After all, two people can't be expected to agree on everything at all times. When conflict is mismanaged, it can harm the relationship. But when handled in a respectful and positive way, conflict provides an opportunity for growth, ultimately strengthening the bond between two people. By learning the skills you need for successful conflict resolution, you can keep your personal and professional relationships strong and growing.

Successful conflict resolution depends on your ability to:

- Manage stress
- Control emotions and behaviour
- Pay attention to the feelings being expressed by others
- Be aware of and respectful of differences.
- By avoiding disrespectful words and actions

Supreme Decision Making

"Decisions are the frequent fabric of our daily design." —Don Yaeger

Decisions define our future. They often come in a series of connected decisions and encourage us to think about what will come next. Decision Making is the thought process of selecting a logical choice from the available options. For effective decision making, a person must be able to forecast the outcome of each option as well, and based on all these items, determine which option is the best for that particular situation.

Decision making is possible when one can:

- Identify the purpose of decision.
- Gather information.

- Identify the principles to judge the alternatives.
- Brainstorm and list different possible choices.
- Evaluate each choice in terms of its consequences.
- Determine the best alternative.
- Put the decision into action.
- Evaluate the outcome of your decision and action steps..

Problem Solving

"Problems are only opportunities in work clothes."—Henri Kaise

Problem solving refers to the ability to use knowledge, facts, and data to effectively solve problems. This doesn't mean you need to have an immediate answer, it means you have to be able to think on your feet, assess problems and find solutions. Everyone experiences problems from time to time. Some of our problems are big and complicated, while others may be more easily solved. There is no shortage of challenges and issues that can arise on the job. the workplace presents ongoing challenges on a daily basis. Whether these problems are large or small, they need to be dealt with constructively and fairly.

Positive Thinking

"Positive thinking believes, "there is always a way to improve and enhance even the darkest situations". ---Graeme Kapon Urlich

Positive thinking is a mental attitude in which you expect good and favorable results. A positive mind waits for happiness, health and a happy ending in any situation. However, positive thinking actually means approaching life's challenges with a positive outlook. It does not necessarily mean avoiding or ignoring the bad things; instead, it involves making the most of the potentially bad situations, trying to see the best in other people, and viewing yourself and your abilities in a positive light.

To be ever positive

- Only use positive words while talking
- Direct your thoughts.
- Believe you will succeed
- Analyze what went wrong
- Associate yourself with those who think positively
- Think of ways to turn visualization into action.

Lateral Thinking

"Intelligence is something we are born with. Thinking is a skill that must be learned".-Edward de Bono

Lateral thinking is solving problems through an indirect and creative approach, using reasoning that is not immediately obvious and involving ideas that may not be obtainable by using only traditional step-by-step logic. Lateral Thinking is a deliberate, systematic creative-thinking process that deliberately looks at challenges from completely different angles. By introducing specific, unconventional thinking techniques, lateral thinking enables thinkers to find novel solutions that would otherwise remain uncovered. Lateral thinking focuses on what could be rather than what is possible and centers around four directives:

- Recognize the dominant ideas that polarize the perception of a problem.
- Search for different ways of looking at things.
- Relax rigid control of thinking.
- Use chance to encourage other ideas

III. CONCLUSION

Getting job and being successful will always be a great achievement in every teenager's life. But most of these are failing in full filling their dreams. Even, if they get placed still they are not in the zenith position. One of the studies says that in every 32,000 people approximately 40% of the students are failing to get a job. Many students lack skills particularly critical thinking, adaptability, problem solving, self management, decision making and prioritizing tasks. The world is shifting from an industrial economy to a knowledge economy. Soft skills along with human excellence in this LPG Era obviously make the individuals to be smart and successful in personal and professional life. So, all the Schools, Universities, Institutions and organizations, governments should facilitate the individuals with training programs which help to develop Soft skills and facilitate insist

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