

NECESSITY OF SOFT SKILLS FOR 21ST CENTURY**Pandit C.B. and Pandit S.C.**

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Abstract: This paper presents the nature of 'soft skills' and the ways of giving training in soft skills through education. Today's citizen is the citizen of world also today's student is the student of world education system. Rapid industrialization and open door policy has created job opportunities to young graduates, so it seems that this will help to reduce poverty by getting job opportunity, but from various reports and surveys it clears that due to lack of adequate 'soft skills' many young graduates are unemployed.

Keywords: Softskill, Tools, Education, Innovation

Introduction:

Education plays a crucial role in individual as well as the development of society. It is said that education is the solution of all problems. India is a developing country having many problems such as poverty, corruption, environment degradation, Health and Hygiene, unemployability etc. If we have to solve all these problems systematic planning of education is important. Today we are living in the globalization era where national boundaries have less meaning. Scientific and technological innovations have changed our life, our culture, value system and education. Today's citizen is the citizen of world also today's student is the student of world education system. Rapid industrialization and open door policy has created job opportunities to young graduates, so it seems that this will help to reduce poverty by getting job opportunity, but from various reports and surveys it clears that due to lack of adequate 'soft skills' many young graduates are unemployed.

Need and Objectives of the Study:

In the descriptive paper researcher tried to understand the nature of 'soft skills' and the ways of giving training in soft skills through Education.

Tools of the study:

As the research paper is descriptive in nature, information about the study subject is collected through internet and reference books.

Education is very useful for the all round development (social, moral, economical, emotional) of man. There are various definitions of education. According to Swami Vivekanand, 'We want that education by which character is formed, Strength of mind is increased, intellect is expanded and by which one can stand on one's own feet. Thus education is very important for the development of Hand, Heart, and Head. Productivity and employability is the main objective of education. After becoming graduate every graduate student should get the opportunity to get the job.'

Reviews related to subject:

According to the report of federation of Indian chamber of commerce and Industry 2010, young graduates lack adequate 'soft skills' to be employed. According to Narendra Jadhav, member planning commission, in charge of education cell and former vice chancellor of Pune University agrees that survey after survey has shown that 33% of our graduates are unemployable, the reason behind is 'The quality of teaching on our campus is outdated. They do not follow the latest market demands, students level of learning, but most crucial is the lack of communication skill.'

According to Human Resource Development Ministry Skill development is an area that needs urgent attention in our education system.

- A survey conducted by Hay Group reveals that business across India are finding it

difficult to hire graduates who have the self awareness and self management skill (Graduate lack soft skills to succeed, Business standard, Google weblight)

- According to Manpower Group's Talent shortage Survey (2012) lack of 'soft skills' as one of the key reason that they could not hire needed employees.
- In USA in 2011 more than 600000 positions in manufacturing went unfulfilled due to skill shortage in employees, concerned mainly non technical skills, work ethic, punctuality and professionalism.

Thus for employability 'Soft Skills' are as important as technical knowledge skill gap cause the problem of unemployment

Nature of soft skills:

Soft skills are called as social skills, social competences, generic competences, It is also called as 21st century skills, or key competencies, some authors identify soft skills with Emotional Intelligence. Emotional Intelligence is the capability of individual to recognize their own and other people's emotions. Emotional Intelligence is important to achieve one's goal. (Danial Goleman) studies have shown that people with high EQ have greater mental health job performance and leadership skills.

There are different manners of classification of soft skills. Soft skills are considered as compliment to hard skills. Soft skills are defined as ability to apply knowledge and use knows how to complete task. Soft skills are crucial for success hard skills are specific, that can be defined and measured such as typing, writing, reading but soft skills are harder to quantify, but important for success in job.

Important soft skills:

As soft skills are connected with success and unemployability, the training of soft skills in education system is necessary. Soft skills are necessary to all, to doctor, worker, and leader. For a doctor he requires empathy with patient, understanding, and active listening. For worker ability to coach fellow co-worker on new task, for leader, decision making capacity, strong speaking ability is important. Thus for all training in soft skills is important. Following are some important soft skills:-

1. **Positive attitude:-** Positive attitude is very important for success in every field. One should look every situation as an opportunity rather than threat.
2. **Effective communication skills:-** This skill is very important at work place, or with friends, with family. This helps us to resolve differences, promote mutual trust, respect and allows creative ideas. This is oral as well as written skill. Oral skill is useful in public speaking, negotiating. Writing skill is useful in preparing reports, proposals, official correspondence.
3. **Confidence and self respect:-** It is very important to acknowledge our strengths, our capability. Self confidence is necessary to complete the task.
4. **Creativity:-** Creativity means the power of divergent thinking. Creative people look at the same situation differently. Creativity is important for new ideas, new thoughts, and new solutions.
5. **Interpersonal and Team work skills:-** These skills we use in day to day life. People who have worked on developing strong interpersonal skills are more successful in professional and personal life. They are claim and confident in nature.
6. Team work is useful for the success of company, Group. In team work co-operation among members is very important.
7. **Presentation skills:-** This skill is very necessary to present service, plan or product before audience.
8. **Etiquette:-** Business etiquette is one of the key components of professionalism related to behave appropriately in a professional setting to make others comfortable and treat them with politeness and respect.
9. **Decision making and problem solving:-** Day to day we have to face many problems at such time taking right decision and solving the problem in a right manner becomes very important. To solve problem analytical and creative skills are necessary.
10. **Work Ethics:-** Being reliable, punctual, having initiative or maintaining social skills is important. Each employee

should stick to the work ethics and cultures of the company.

11. **Body Language**:-This is a non verbal communication skill expressed through facial movement and expressions for personality development.

Thus soft skills are key skills for self development as well as the development of company. So the training of these skills should be given in schools/ Colleges. Today these skills are taught by teachers but they should taught purposively. More stress should be given on the training in 'Soft Skills' to students.

Following are some activities for Soft Skill Development.

1. Organize some programmes, seminars, conference for the development of soft skill.
2. Teacher should talk with students to observe the code of conduct and good behavior at college.
3. Teacher can solve student's problem with group discussion method. Also Group discussion is important for taking discussion.
4. Teacher can conduct periodically essay writing, elocution, quiz on social problems and creating confidence in students.
5. Teacher can display the good presentation skills of students (Project work, Answer book) to encourage creativity.
6. Teacher should give awards to Ideal students for good behavior and Etiquette.
7. Visits to various industry.
8. Proper training on soft skills through seminar or workshop.

Conclusion:

Thus training in soft skills is the need of hour. Dr. A.P.J. Abdul Kalam while envisioning India 2020 recently observed, 'Spirit of enquiry, creativity, entrepreneurial and moral leadership are the capabilities central to nation building in a democracy. Education should develop in our children these capacities and make them autonomous learners who are self- directed and controlled.

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