

Soft Skills that Employers Want in a New Hire



We've all been in the position of looking for a new job for one reason or another. Whatever the reason may be, searching for a job that fits your skillset comes down to more than having the best cover letter and updating your resume. Sure, those things might land you an interview but if you want to set yourself apart from the competition it's crucial that you demonstrate to your potential employer that you have the intangibles, or soft skills that it takes to do the job. Not sure exactly what soft skills are? You're in luck as we define them below and highlight the most important ones that employers are looking for.

What's the Difference Between Hard and Soft Skills?

There's no denying that hard skills are needed in every job. These skills are teachable and quantifiable. Skills like language proficiency and computer programming may be essential for the job and your performance can easily be measured.

On the other hand, the term soft skills references things like your ability to show up on time, meet deadlines, communicate with clients and work in a team. Though they are tougher to measure on a standard review or evaluation, soft skills are noticeable and can make or break your chances of landing the job you covet.

Solving Problems

Let's face it, the vast majority of jobs in the modern workplace entail far more than what is written in a job description. While certain tasks and expectations should be explicitly laid out in front of you, you're going to be expected to think outside the box and handle challenging situations in an effective manner. If you're headed in for an interview, you best be prepared to discuss situations in which you've had to be resourceful and overcome adversity in the past.

Cultural Fit

Even if you have hard skills that jump off the page to a hiring manager it's equally important that you're a good fit for the company culture. Is the company one where both hard work and fun are valued? Are you expected to wear a tie every day or is denim on casual Fridays the norm? If you take the time to do some preliminary research about the company and its culture, you'll not only be better prepared for the interview but be able to gauge whether the company's core values align with yours or not.

Dependability

One of the top skills that employers look for is dependability. Though they may seem simple, habits like showing up on time, meeting deadlines and being readily available go a long way in determining your value as an employee. If you land an interview be prepared to honestly answer questions about your work ethic and share examples of how you've demonstrated dependability in previous jobs. This is also becoming more important as some employers are allowing employees to work remotely on occasion or on a regular basis. And if you seek a position that allows the flexibility to work from home, or should make sure you have some good examples of when you've done that and met your deadlines.

Coachability

Let's say that you have all the skills and experience necessary to do the job you're applying for. It's easy to think that you'll jump right in be a catalyst for success. Even if such is the case though, it's a virtual certainty that the processes and

systems you'll be working with are different from what you're accustomed to. Having an open mind and being willing to listen shows your employer that you're open to learn and can easily adapt. In my years of recruiting, I've seen numerous occasions where the person that was hired was not the one with the strongest technical skills, but the one that showed more enthusiasm and willingness to learn what they didn't know.

Being Open to Feedback

If you're just starting out in a new job there's going to be a significant learning curve. It's almost a guarantee that you're going to make mistakes, and that's understandable. How you handle feedback however, is what can set you apart. Are you open to suggestions or do you shut down and see constructive criticism as a personal attack? If you take your ego out of play and welcome feedback from others, you'll quickly be seen as a team player that adds value to the organization. Conversely, if you take criticism as a personal attack, you may be viewed as someone who will cause problems within the group.

Taking Initiative

While it's important to do more listening than talking when you first take a new job, employers value people who aren't afraid of taking initiative. During an interview you'll likely be asked to talk about a time when you came up with a new idea and how it was implemented. If you can demonstrate that you're comfortable with thinking outside the box and putting those thoughts into action your employer will know that you bring a lot more to the table than simply being a task master.

Flexibility

There's little doubt that rigidity can be the kiss of death in the workplace. Whether you're working in accounting or as an events coordinator you're going to be asked to adapt to change and reprioritize at some point. Do you become flustered or are you able to take everything in stride? Your ability to meet a deadline a day earlier than expected or change the scope of a marketing campaign at a moment's notice goes a long way in the eyes of your employer.

There's no doubting the value of a polished resume and being prepared to highlight your skillset in a job interview. What's going to set you apart however, is your ability to demonstrate the soft skills necessary to be effective in the workplace. Are you willing to listen, learn and adapt? Do you work well with others in a collaborative environment? Are you capable of voicing your opinion and implementing new ideas and methods? If you can answer yes to these types of questions and demonstrate soft skills to your employer, you'll set yourself apart from the competition and greatly increase your chances of landing the job.