

While industries do require specialized knowledge, the basic principles, processes, and techniques that you use on a daily basis are very similar across work environments. When you have spent a significant amount of time in one industry, you can overlook the skills that make you qualified to advance or pivot in this field, or in another industry. The skills, transferable skills, are valuable assets that are often underestimated but play a crucial role in career success.

WHAT ARE TRANSFERABLE SKILLS?

Transferable skills are the skills that you use daily that are not unique to your industry but are highly complementary to the knowledge that you've gained from your degree(s). Transferable skills can fall under a number of categories and can come from any expertise or experiences you have.

- Leadership
- Problem Solving
- Team building and teamwork
- Emotional intelligence and empathy
- Data analysis
- Effective and impactful communication
- Time management and organization
- Critical thinking and decision making
- Conflict resolution
- Project management

WHY DO THEY MATTER?

The main reason that transferable skills matter is that they are versatile and adaptable across various roles and industries. They enable individuals to navigate different job functions and sectors with ease, while contributing to increased job performance by fostering effective communication, problem-solving, and teamwork abilities.

Adaptability

Transferable skills enable individuals to adapt to different work environments, industries, and roles.

Career Mobility

Transferable skills can empower you to explore new career paths and make career transitions more easily. They provide a foundation that can be built upon and developed further, allowing professionals to navigate different industries and functions smoothly.

Improved Job Performance

Many transferable skills are closely associated with increased job performance. For instance, effective communication, problem-solving, and teamwork skills contribute to better collaboration, productivity, and overall success in any role.

Versatility

Transferable skills can be used across different job functions and industries, making individuals highly employable. Not being limited to a specific skill set or industry enhances career opportunities and increases the likelihood of finding rewarding and fulfilling work.

Future-proofing

As our work evolves due to AI, other technological advancements and market changes, skills such as critical thinking, problem-solving, communication, and leadership can be applied to any role or industry, ensuring professionals remain relevant and adaptable in the face of technological disruption.

IDENTIFYING AND CULTIVATING TRANSFERABLE SKILLS

Transferable skills are often developed through continuous learning and personal growth. They encompass attributes such as creativity, adaptability, and collaboration, which can be honed and improved over time. Emphasizing transferable skills encourages a mindset of lifelong learning and growth, fostering professional development and career advancement.

- Consider your technical and other hard skills. What processes, tasks, programs, and software do you have expertise in?
- Consider your interpersonal skills and other “soft” skills. What skills have enabled you to be successful at building and cultivating relationships with people - working well with others?

MARKETING TRANSFERABLE SKILLS

- Read position descriptions carefully. Become familiar with the company and the role so that you can be able to speak to the specific needs of the role in your application materials and in the job interview.
- Stay in tune with the industry and be familiar with the KSAs needed to succeed in the role(s) you are applying for.
- Identify which transferable skills you have that match the requirements of the role you are applying for, ensure that you incorporate them into your cover letter and resume. Demonstrate how you used your skills in a specific scenario where possible.
- Identify and acknowledge the gaps between what the employer wants and what you have to offer – before the interview. Being prepared to address the gaps by identifying experiences from your own career will allow you to demonstrate how your transferable skills will compensate for direct knowledge.
- Learn how to tell your story in the interview process. Practice so that you can speak comfortably and confidently with enthusiasm about your ability to fulfill the responsibilities of the role you’re interviewing for.

Remember, your transferable skills should not be overlooked or undervalued. Their broad applicability and versatility make them essential assets for your professional success, adaptability, and career growth. Emphasizing and developing transferable skills can significantly enhance employability, open up new opportunities, and contribute to long-term career satisfaction. TPE is here to help you. Search for job opportunities via our [job board](#). Contact us to [sign up](#) for a free coaching and materials review session.

More from TPE

- [TPE Academy: Connecting with Transferable Skills](#)

Resources

- <https://www.themuse.com/advice/transferable-skills-definition-examples>
- <https://uwm.edu/faa-ias/wp-content/uploads/sites/244/2016/03/Training-Packet-1.pdf>
- <https://careerconnections.smeal.psu.edu/blog/2022/10/28/25-transferable-skills-employers-look-for/>
- <https://www.thehbcucareercenter.com/blog/four-steps-to-marketing-transferable-skills-in-a-job-interview>
- <https://www.highspeedtraining.co.uk/hub/what-are-transferable-skills/>

