

Five most valuable career skills

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Abstract

Nowadays, companies around world are seeking more than ever soft skills. In recent years, soft skills are at the center of studies for their multi-dimensional impact. Different job positions require different skills. The importance of soft skills increases with each upward step along the company ladder.

The purpose of this study is to investigate which are the most valuable skills for any job position. Another objective of the study is to analyze the correlation between them. This research paper utilizes quantitative research and the descriptive method. The questionnaire is the research instrument used. The questionnaire was distributed online. There are 125 managing employees in various positions and different companies in Albania, who participated in the study. SPSS 20 and JASP-0.8.1.2 software were utilized for data analysis. This study employed these statistical analyses: regression analysis, frequency tables, crossed tabulation, Pearson correlation coefficient, One Way-Anova. Confidence interval 95% was used in supporting the research hypotheses.

The study concluded that motivation is the most used skill by managers. Managers from different management levels use skills that are applicable to their management profiles. Management skills have a positive impact on the workplace. Skills do not have the same relevancy and effectiveness for all managers. This study has an impact in the development of human resources of companies. In addition, its findings can assist in the development of organizational policies aimed at employee long-term growth and future performance.

Keywords: most valuable skills, low-level management, middle-level management, top-level management, human resources.

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