

The ability to solve problems and make decisions can be a huge asset to your employer and these are therefore desirable skills to develop. Decision making and problem solving require gathering reliable information, evaluating the information for a variety of solutions and selecting the most appropriate option based on the criteria and situation. Creative thinkers are innovative and inventive and are more likely to devise new ways of doing things that add value to the work environment, making systems and procedures more efficient. Read more at:

<https://www.skillsyouneed.com/general/employability-skills.html> Planning and organisation also require the recording of information (maybe in a report) which can be referred to when planning future projects. The ability to be able to effectively plan and organise means that you, or your team, are more likely to get the job done correctly the first time.