

B4 Everybody has skills

a) Listen and read along. Hör zu und lies mit.



Have you ever thought about what it takes to apply for a job or work placement? When employers want to hire people, they look for two kinds of skills: **soft skills** and **hard skills**. Everybody has **soft skills** and **hard skills** – but what are they?

Hard skills



Hard skills are skills that help you do special jobs.

Examples are:

- ▶ cooking
- ▶ typing
- ▶ repairing cars
- ▶ computer programming

Soft skills



Soft skills are personal skills.

Examples are:

- ▶ politeness
- ▶ reliability
- ▶ good communication
- ▶ ability to work in a team

b) Write down the skills from a) next to the German phrases.

Schreib die Kompetenzen aus a) neben die deutschen Ausdrücke.

| | |
|----------------------------------------|-------------|
| Höflichkeit | |
| Kochen | |
| Computer programmieren | |
| Autos reparieren | |
| Zuverlässigkeit | reliability |
| Fähigkeit, in einer Gruppe zu arbeiten | |
| Tippen | |
| gute Kommunikation | |

c) Talk to a partner in German. Find more examples for soft skills.

Sprich auf Deutsch mit einem Partner/einer Partnerin. Findet weitere Beispiele für *Soft Skills*.