



Transferable skills of researchers

1. Project management

Financial management

Understanding financial systems

Budgetary control

Managing people

Understanding the characteristics of an efficient team

Interpersonal skills within teams

Leadership

Motivation

Team building

Skills in delegation and support

Planning

Planning the work and the allocation of work

Planning to avoid peak load problems for support staff

Proposal writing

Expertise in writing project proposals

Quality issues

Understanding of quality assurance processes

Conducting regular project reviews- including development of ideas

Skills in working to deadlines and producing a quality product

Understanding the project's purposes

Clarity on project context

Information/ document management

Know-how management

Construction of databases

Document handling

2. Personal and Interpersonal

Networking skills

Financial management

Time management

Assertiveness skills

Use of Information technology

Word processing

Skills of workload management

Stress management skills

Managing your supervisor

Negotiation and persuasion

Communication skills

Managing people

Team working

Managing change

Handling the media

3. Corporate management/ business skills

Entrepreneurship

EG: Business start-up awareness

Technology transfer



Protection and exploitation of IPR (Intellectual property rights)

4. Research Skills

Context

Keeping abreast of current developments/future trends in the research domain

Maintenance of familiarity with literature and with current practice in the field

Awareness of research activities of other people in the centre

Awareness of the wider social and political context of the research

Strategic

Clarity of thought

Ability to distil out the finding of crucial significance from volumes of research data

Ability to operate across a range of different projects

Ability to generate high profile, authoritative statements on key issues

Developing the ability of staff to apply research methods/concepts to new domains

Research concepts

Research strategies

Ethical issues

Scientific method- some philosophical considerations

Philosophies and issues within research

Hypothesis generating and testing

The political dimensions of research

Ethnographic research

Economic models of research

Methods

Bibliographic and reading skills

Quantitative and IT aspects in research

Understanding of how to exploit hierarchical databases and use CD-ROMS

Statistical analysis techniques

Methodology generating and testing

Measurement and experimental design

Analysis of data – hard and soft

Validation of findings

Statistical skills

Qualitative and historical aspects in research

Working with organisations

Design and use of questionnaires

Using questionnaires in organisations

Survey techniques

Case study approaches to research

Computer modelling

Interviewing and participant observation

Field work

Survey methods (interviews, questionnaires, case techniques, action research)

Econometric methods; psychometric methods

Linear and multivariate modelling

Association and group analysis techniques

Qualitative research methods

Interviewing skills

Knowledgeable about available software for data analysis

Acknowledgement of the importance of qualitative skills

Survey techniques



Career **M**anagement **S**kills for Postgraduates & Researchers

Enhancement of qualitative skills e.g. awareness of software packages
Sound quantitative grasp even if not primarily a quantitative researcher

Dissemination

Writing skills

Presentation skills

Ability to write and present appropriately to different audiences

Skills in identifying outlets for publication

Networking skills