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Employability Skill: A Literature Review

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Abstract: This study investigates the existing literature in the field of Employability skill prevailing in India. The focus of the literature survey is to review these employability skills like analytical skills self-understanding, general management and work culture, leadership and problem solving ability and communication. The employability skill analysed in this literature survey include is MBA graduates, Engineering graduates as well as University students too. The employability skill statuses of the respondents are in need to improve the existing district. Being good at one skill cannot facilitate the competency in other. Hence, the recent day scenario is that the applicant who is multi-tasking can sustain and gain in employment.

Keywords: Employment, Employability skill, Curriculum design processes, Indian labour market.

I. INTRODUCTION

Employability is improved by a good academic record plus skills and attributes that enable you to adapt and manage the constantly changing work environment. University Grants Commission (UGC) Vice Chairman H. Devaraj said that 85 per cent of those passing out from engineering colleges were not employable. To improve the condition UGC and the Ministry of Human Resource Development (MHRD) had made plans to start community courses and skill-based courses for all engineering students. UGC is planning to bring in a lot of skill-based courses and ensure that all the engineering students – Chemical, Electronics and Automobile branches – learn the skills before they passed out from colleges and became employable. The UGC, which had taken over all technical institutions in the country from the All India Council of Technical Education (AICTE) after a Supreme Court order, would introduce National Skill Qualification Framework (NSQF) and National Vocational Educational Qualification Framework (NVEQF) to provide mobility to the students. The UGC and the MHRD would also roll out Rashtriya Uchchar Shiksha Abhiyan (RUSA) or Higher Education Mission on an outlay of Rs.50,000 crore. While the UGC had been allotted Rs.25,000 crore, the MHRD would distribute the balance to self-financing engineering colleges, which had basic parameters and met the performance-based indicators. As quality human resource was missing in the engineering colleges, the UGC had proposed to create 5,000 posts and the MHRD 1,000 posts and initiate an Inter-University Centre for training the faculty. “The Colleges should have quality teachers and the students should imbibe something from them,” he emphasised. Universities focused on theoretical study, in terms of mark system but industries are expecting the manpower in terms of good attitude, commitment, self-responsibility, quick learner and in short an smart or an intelligent guy.

Employability Skills: The transferable skills needed by an individual to make them 'employable'. Along with good technical understanding and subject knowledge, employers often outline a set of skills that they want from an employee. It's like Team working, Problem solving, Self-management, Knowledge of the business, Literacy and numeracy relevant to the post, ICT knowledge, Good interpersonal and communication skills, Ability to use own initiative but also to follow instructions and Leadership skills where necessary.

Quality of Employers : Loyalty, commitment, honesty and integrity, enthusiasm, reliability, personal presentation, common sense, positive self-esteem, a sense of humour, a balanced attitude to work and home life, an ability to deal with pressure, motivation and adaptability.

Youth Employability through Skill Development -2014:

Today with awfully low employability rates in metropolitan cities like Chennai, Delhi and Bengaluru. The reasons for such low employability rate are

- 1.Lack of language skills
- 2.Out dated syllabus
- 3.Insufficient practical sessions
4. Absence of career counselling facilities

Statistics of Sector wise Employability Skill in India:

S.No	Sector	Denand (in Mn)	Skill Level Break-up
1	Auto	2-2.5	Specialised skills – 5% level II&I – 25%&30% Minimal education skillable – 40%
2	Construction	15	Specialised skills – 2% Level II&I – 11% &12% Minimal education skillable – 75%
3	Retail	4-5	Specialised skills – 6-8% Level II &I – 32-43% &45-50% Minimal education skillable 10-15%
4	Healthcare	4-4.5	Specialised skills – 10%Level II&I 40%&16% Minimal education skillable – 34%
5	Banking & Financial services	4.5-5	Specialised skills – 5% Level II – 15 Minimal education skillable – 65%
6	Creative Industry	0.5 - 0.8	Specialised skills – 5% Level II&I –20%&65% Minimal education skill able – 10%
7	Logistics	Drivers:51 Mn	Warehouse Managers: 8000
	Total	81-83.8Mn	

(Source: The National Skill Development Initiative in India 2014)

II. LITERATURE REVIEW

MC Knight and Naylor (2000)¹ “GRADUATE EMPLOYABILITY : POLICY AND PERFORMANCE IN EDUCATION IN THE UK”, found the probability of student leavers being employed six months after graduation is positively related to the class of degree and its also strongly in fluted to the subject studied, measure of prior educational attainment. Age at graduation and social class background. Most of the factors are also found to strongly affect the probability of student leaver in employment being in a ‘graduate occupation’, although age at graduation has only a weekly significant effect for female graduate and has no significant effect for males.

Green and Mc Intosh (2002)² “IS THERE A GENUINE UNDER-UTILISATION OF SKILL AMONGST THE OVER QUALIFIED?” Found that the less than me half of people identified in yhe 2001 skill survey as over qualified for the jobs were also over-skilled. They also found that deucation –job mismatches do not corresponded closely with skill –job mismatches.

Heavey and Morey (2003)³ “ENHANCHING EMPLOYABILITY, RECOGNIZING DIVERSITY, LONDON: UNIVERSITY UK AND HIGHER EDUCATION CAREERS SERVICES UNIT”. Highlty the skill graduates need in order to manage their oen careers and those that will enable them to continue learning through out the work lives.

Lonice Morley (2007)⁴ “THE X FACTOR: EMPLOYABILITY, ELITISM AND EQUITY IN GRADUATE RECRUITMENT”. Identified that educational experience and process can contribute the development of employability skill and socio-economic privilage can be transferred on the production and codification of qualifications and competencies.

Mason et al (2009)⁵ “EMPLOYABILITY SKILL INITIATIVE IN HIGHER EDUCATION : WHAT EFFECT DO THEY HAVE ON GRADUATE LABOUR MARKET OUTCOMES?” “found that structured work experience an employer invlvement

in degree course design and delivery have clear positive effects on the ability of graduates to secure employment in graduate level job. The strong impact of sandwich participation on labour market performance is well known. There is no evidence that the emphasis given by university Department to the teaching, learning and assessment of employability skill has significant effect on either of the labour outcomes.

Adriana E. Stoica (2010)⁶ in her study entitled “DEVELOPMENT AND TESTING OF A COMPREHENSIVE SKILL FRAMEWORK FOR THE SUCCESSFUL EMPLOYABILITY OF MBA GRADUATES” The main purpose of this study is to conceptualize and develop the Comprehensive Employability Skill Framework and to test it in verifying the existence of any perception gap regarding the most important skills for a successful employability between the groups surveyed: MBA graduates. Tools used were Cronbach Alpha coefficient, Friedman test and t-test. The study concludes that, the necessity of better understanding the most recent skills required, with a beneficial effect on the quality of the employers.

Rajkumar Paulrajan (2011)⁷ in his study entitled “EMPLOYABILITY SKILLS IN CHENNAI RETAIL MARKET, INDIA” The objectives of the study was, to understand the requirement of skill set for jobs and to investigate method of developing employability skills nor estimate human resource requirements of organised retailing industry and to assess the employability skill set. Statistical tools used are Skill Matrix and Analytic Hierarchy Process. Finding of the study is, the underlying skill set required in getting and sustaining employment in the organised grocery and vegetable retail industry. The study concludes that, the mix of academic qualifications, important vocational skills and personal skills are selling skills for entry level jobs. Employers in retail industry are looking for people for their managerial jobs with different skill set of factors such as academic qualifications, communication skills, leadership skills, teamwork skills and work experience.

Masura Rahmat et al (2012)⁸ in his study entitled “RELATIONSHIP BETWEEN EMPLOYABILITY AND GRADUATES SKILL” This study aims to measure the employability of the FIST (Faculty of Information Science and Technology) graduates, Measurement carried out is based on the skills possessed by graduates during their studies at the faculty, skills are assessed based on their basic knowledge of programming system development, soft skills, and entrepreneur skills. Descriptive and inferential statistical analysis were used to analyse the data. The findings revealed that the relationships between employability and graduates' perception of their own skills. The study suggests identify whether the level of skills possessed by graduates during their studies are appropriate in helping them to perform in the current job market.

Padmini.I (2012)⁹ in her study entitled “EDUCATION VS EMPLOYABILITY- THE NEED TO BRIDGE THE SKILL GAP AMONG THE ENGINEERING AND MANAGEMENT GRADUATES IN ANDHRA PRADESH” Education and training create assets in the form of knowledge and skills which increases everyone productive capacity of manpower and this is referred to a human capital. The purpose of the study was to throw light on the employability skills required for technology and management graduates, to discuss the initiatives taken by the State Government towards skill building of technical students, to explore how soft skills can be integrated with curriculum thereby grooming the professional students for employment the author used secondary data that soft skill are identified to be the most critical skill and the current job market especially in the area of technology. It's concluded that the HR in term of quality and quantity are India's biggest assets, to gear up education system through various innovative and initiatives.

Nidhi Pandey.A (2012)¹⁰ in his study entitled “AWARENESS OF LIFE SKILLS FOR JOB SUSTAINABILITY AMONGST MANAGEMENT STUDENTS” The objective of the study was to identify the important factors affecting employability of MBA students. The sampling technique used was random sampling technique. The data were collected and the study used was primary data. The findings revealed that the attempt to find out the level of awareness of life skills among professional students, which are deemed necessary by any employer from an employee. The study was concluded that the life skills dealing to train and to cope up the loss and stress and at the same time develop critical thinking are required among the youths.

Divya Shukla (2012)¹¹ in her study entitled “EMPLOYABILITY SKILL AMONG PROFESSIONALS – CHAGRIN OF HR EXECUTIVES IN INDIAN LABOR MARKET: A STUDY ON ENGINEERING GRADUATES OF BHOPAL” The objective of the study was, to identify the level of employability skill among students. Its differences based on the respondents’ demography details and to facilitate suggestive measure in this regard. Tools such as used t-test. The study concluded that, the redesigning of the university curriculum with more apprenticeship and live industry projects will facilitate the pre job training which will surely enhance the employability among graduates.

Varwandkar Ajit (2013)¹² in his study entitled “FACTORS IMPACTING EMPLOYABILITY SKILLS OF ENGINEERS” The objectives of the study was, to identify the factors impacting the employability of engineering graduates in the state of Chhattisgarh. Tools such as used Regression analysis. Regression analysis. The study concluded that, the means of the variables domain knowledge, empathy, communication skills & managerial ability have significant impact on the employability of engineering graduates. However the independent variable ‘Motivation’ has not been observed to have made any significant impact on the employability of engineering graduates.

Poornima Jain (2013)¹³ in her study entitled “GLOBALIZATION AND DEVELOPING EMPLOYABILITY SKILLS: CHALLENGES AND THEIR SOLUTIONS WITH REFERENCE TO NPSD & GOVERNMENT’S ACTION PLAN AND ROLE OF LIFE LONG LEARNING AND EXTENSION DEPARTMENTS” The objective of the study was, to study the background of Skill development in India, to study the National Policy on Skill Development and Government’s Action Plan on Skill Development (APSD), to study the challenges before the government in carrying out the APSD, To analyse the role of LLLE departments in solving the challenges in implementing the Policy of SD and to suggest measures to improve employability skills of the job seekers/employed persons. The study conclude that, the urgent need of Partnership between the Government and University departments of Life Long Learning and Extension to achieve the goal of National Policy of Skill Development.

Vani Bhagwath et al (2013)¹⁴ in her study entitled “EMPLOYABILITY SKILLS OF MBA STUDENTS IN DELHI-NCR” The main objective of the study was, to throw light on the employability skills required for management graduates and to assess the employability skills of MBA students in particular in the National Capital Region of Delhi. The purpose of this study was to assess the employability skills of MBA students of the selected management institutions operating at NCR. The research design used for this study was a descriptive-correlational research design. The study concluded that, the institutions can do updating the curriculum or course content, Enhancing their intellectual capital, Adopting optimal HR policies.

Chithra. R (2013)¹⁵ in her study entitled “EMPLOYABILITY SKILLS -A STUDY ON THE PERCEPTION OF THE ENGINEERING STUDENTS AND THEIR PROSPECTIVE EMPLOYERS” The purpose of the study was to know the perception of Employers as well as the employees towards employability skills required for entry level engineering graduates in multinational software companies. It is an exploratory study. Two sets of questionnaires were developed to assess the perception of skill set required by employers and graduate students. The study reveals that there is significant difference between the perception of students and their employers. The study concluded that, the students with work experience have better awareness of the employability skills than the students with no work experience. Enhancing the skills and application of knowledge through specific training will enable the workers to perform their jobs in the best possible manner and that is the need of the hour.

Rajanibala J. Shah et al (2014)¹⁶ in his study entitled “A STUDY ON FACTORS AFFECTING EMPLOYABILITY SKILLS OF MANAGEMENT STUDENTS” The purpose of the study was, to study the present scenario of market expectations for management students and to find the factors of employability for them. The statistical tools used were exploratory factor analysis and ANOVA. The findings revealed that major factors are analytical skills and self-understanding, general management and work culture, leadership and problem solving ability and communication. The study suggests that, the management

institutes should start continual training and workshop programs for familiarizing the students about the current need and market expectations by the different employers of different sectors.

Iuliana parvu et al (2014)¹⁷ in his study entitled “IDENTIFICATION OF EMPLOYABILITY SKILLS – STARTING POINT FOR THE CURRICULUM DESIGN PROCESSES” The purpose of the study was, to identify the set of skills, knowledge and competencies expected from the graduates in financial accounting and management. The findings reveal that the significant proportion is held by policies that are related to involvement of higher education institutions in increasing the employability of the future graduates by developing academic programs based on the development of competencies and skills necessary for the labour market. The study suggests that, the Global and National studies on transversal skills expected by employers of university graduates in economics too.

Madlani.M.B (2014)¹⁸ in his study entitled “RURAL EMPLOYABILITY: SKILL DEVELOPMENT THE NEED OF THE HOUR” The objective of the study was, to understand the meaning of employability skills, to understand the importance of skills, to review the requirements by the firm towards employability skills and to find out various methods for developing employability skills. The study aims at finding solution for the problems confronted with the students as well as teachers. Data has been collected from the students, teachers and organizations to find out their expectations about employability and the required skills. The study suggests that, many training institutes can be initiated by the university in which the curriculum design will be upgraded as per the industry needs. Instead of NREGA (National Rural Employment Guarantee Act) if villages are provided with right skills to enhance farm income and increase job eligibility we can generate more income.

Hari Prasad.N et al (2014)¹⁹ in his study entitled “ALARMING EMPLOYABILITY SKILLS DEFICIENCY AMONG BUDDING ENGINEERING GRADUATES – A STUDY ON ENGINEERING GRADUATES IN CHITTOOR DISTRICT” The objectives of the study was, to identify the employability skills among aspiring engineering graduates. To identify and evaluate CTEEP (Corporate Training and Employability skill Empowerment Program) and STEP (Student Training and Empowerment Program). The study concluded that, Peer Group Impact and Personal experiences plays key role in developing skills. Focus group discussions and professional networking can help to attain quick employment. Continuous interview attempts and answering updated questioners related to technical aspect helps to attain and sustain corporate employment.

Rubvita Chadha et al (2014)²⁰ “INDUSTRY’S REQUIREMENT FOR EMPLOYABILITY OF MANAGEMENT STUDENT IN PRESENT SCENARIO” The aim of the study was, the industry’s requirement for employability of management student in present scenario. The statistical tools used were mean and standard deviation. The study suggests and concluded that , the offer more practical training, develop their conversational skills, outsource to professional organizations specializing in improving employability skills , send their students to visit industries periodically , invite experts from industries to interact with students - take steps to train their teachers to orient them on the skills demanded by the industry , take measures to enhance students’ confidence level , organize frequent personality development workshops and encourage institute-industry interaction.

Wheebox (2014)²¹ Pitches for improving education system in India (Parda Phash: Oct. 2014) -HRD Minister Rajnath Singh, on Friday said that it is important to focus on skill development. Not even one Indian university featured in the list of top 275 universities in the world, according to the Times Higher Education Survey. Quoting Wheebox on Employability the minister said "only 34 percent of our graduates are employable". 60% of total population available for working and contributing towards GDP, but out of the total pool only 25 % is capable of being used by the market and demand-supply gap of 82-86% in the core professions; IT industry would face the shortage of up to 3.5 million skilled workers

Aspiring Minds (2014)²² 47% of graduates are not employable in any sector given given their English language and cognitive skills they are unemployable in any sector. The need for improved focus on vocational training, specific targeted intervention in areas of computer and English skill. Less than 25% students are able to apply concepts to problems. Our higher

education system needs to lay greater stress on application of concepts and discourage habit learning. Employers should also start questioning their traditional ways of selecting and sourcing graduates and find new ways to reach employable youth.

Confederation of India Industry (CII)²³ Only 10 % of MBA graduate employable and 17% of the engineering graduate employable. 25% of the candidate use in the job market and 60 % of the population available in working and contributing towards GDP. IT industry faced shortage of 3.5% employability skill for the requirement of the job.

All India Council for Technical Education (AICTE)²⁴ The developed model curriculum for different programmes under technical education after involving industry representatives in their curriculum development activity as part of skill initiatives under different sectors, which is improving the employability. The AICTE has identified 16 Sectors and 79 Specialisations and also developed required curriculum for the different levels of skill in their respective specialisation/sectors.

National Employability Enhancement Mission (NEEM)²⁵ The Union Minister of Human Resource Development, Smriti Irani in Lok Sabha said, “In this regard, a scheme has also been notified under National Employability Enhancement Mission (NEEM) to offer on the job practical training and adopted National Skill Qualification Framework (NSQF) to enhance the employability of young graduates.” The Government has set up a target to increase the Gross Enrolment Ratio (GER) in Higher Education to 30% by the end of year 2020.

National Skill Development Corporation (NSDC)²⁶ The huge number of college graduates entering the workforce every year, India has the potential to provide workforce for the world by 2020. And yet here we are today with awfully low employability rates in metropolitan cities like Chennai, Delhi and Bengaluru. The reasons for such low employability rate are lack of language skills, outdated syllabus, insufficient practical sessions and absence of career counselling facilities. To deal with such a situation, IITs across the country have tied up with various organizations to improve their students’ soft skills and hard skills.

III. FINDINGS

The necessity of better understanding the most recent skills required, with a beneficial effect on the quality of the employers. The underlying skill set required in getting and sustaining employment in the organised grocery industry. The relationships between employability and graduates' perception of their own skills.

The level of awareness of life skills, among professional students, which are deemed necessary by any employer from an employee. The institutions can do updating the curriculum or course content, Enhancing their intellectual capital, Adopting optimal HR policies.

The government policies that are related to the involvement of higher education institutions in increasing the employability of the future graduates by developing academic programs based on the development of competencies and skills necessary for the labour market.

Employability Skill Expected by Industry

“For entry-level recruits to be relevant to the industry, colleges must avoid mediocrity and build a culture of skills excellence, to ensure recognition by employers,” CEO and MD, NSDC Dilip Chenoy, (Talent Sprint) said they are very concerned about the low employability of college graduates.

Some skills sought by employers:

S. No	Employability skill
1	Foundational professional skills in core domain
2	Knowledge of technology,
3	Communication skills
4	Aptitude for chosen work

(Source: Employability skill: Key for fresh graduate)

IV. CONCLUSION

The employability status of the respondents is in need to improve condition. Being good at the one skill cannot facilitate the competency in other. So today's scenario is that the applicant who is multi-tasking can sustain and gain in the employment. Hence the focus towards the learning should start from the education and then should go further till the end of the learning. And learning is continuous not actually gets over by completion of the curriculum. Hence to this regard individual centric approach is needed. The Indian educational governance is the one which is in earnest need of reforming. Besides that, instructors should practice employability skill during teaching and learning session so that it could assist students to understand ways of applying the skills by themselves.

V. FUTURE SCOPE OF THE STUDY

Think tank for improving employability skill should be set up, for that study must be conducted make the frame work .A specific course work may be chosen. The participation and expectation of the stake holders may be identified for the improved of the curriculum. Evaluation study may be concluded on the implementation of certain new teaching methodologies for the specific modify –made course for the academic curriculum.

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