



Key Skills for Professionals: How to Succeed in Professional Services

Alan Pannett, Shalini Sequeira, Andrew Dines, Andrew Day

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Key Skills for Professionals will help you to acquire and develop the key skills that will enable you to stand out as a consummate professional in a fiercely competitive environment - the world of professional services. The skills covered are applicable across all professions and are of use both to those qualifying for a profession and those already working in a professional services business. Through demonstrating and effectively implementing these skills, you will enhance your career progression. The authors make use of realistic and relevant case studies based on their knowledge, experience and expertise. There are also practical exercises, management exercises and tools for analysing self-awareness and communication styles and summaries with ideas for further reading.

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