



# Action Skills for the job market

## Proposed trainer activities

Activity	Objective	Method
<b>Job Role Exploration</b>	Familiarize participants with roles & responsibilities	Trainers present job descriptions; participants discuss tasks, required skills, and challenges; role-specific Q&A
<b>Time Management Drill</b>	Teach prioritization & scheduling	Participants plan a simulated workday or shift using a checklist; trainers observe and provide feedback on efficiency
<b>Teamwork &amp; Communication Role-play</b>	Practice collaboration	Simulated team tasks (e.g., coordinating housekeeping + reception in a hotel); trainers evaluate communication, coordination, and problem-solving
<b>Customer Service Simulation</b>	Develop client interaction skills	Participants handle staged scenarios with “difficult customers” or service requests; trainers provide feedback on professional behavior
<b>Job Application &amp; Interview Practice</b>	Bridge skills to employment	Participants prepare CVs and simulate interviews for target roles; trainers provide personalized feedback on presentation, answers, and professionalism

## PARTNERSHIP



## PROJECT



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