

## **Communication Skills in English and Job Opportunities**

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### **ABSTRACT**

*Now a day's, English has been gaining greater importance for global communication. It is no longer just a library language of opportunities. A fairly high degree of proficiency and excellent communication skills in English today enhance students employability substantially. The best graduates with good communication skills in English compete successfully in the job market. However unemployment is a reality for many due to poor communication skills in English. Thus the main interest in this paper is to give a bird's eye view of the prestige of English language as an international language and its role in enhancing employability all over the world in different fields which will be helpful to the teachers and the students as well in the teaching and the learning of English language in Indian context.*

**Key word:** *English, Employability.*

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### **I. INTRODUCTION**

Talking about the means and ends, Satyajit Ray, the great Indian Film personality of international fame once told that there should always be a proper balance between means and ends. It is true not only for a film maker but also for every professional. English language teachers in recent years show a new determination to trust their own resources, to assert their right to freedom of choice at the interface between theory and practice and to seek practical solutions to pedagogic problems without constantly looking over their shoulders for fear that the theories might not approve. As the past two decades have been marked by uncertainty and confrontation between the advocates of numerous competing theories, the present trend in second language teaching is towards synthesis and reconciliation. By judging the articles in professional journals and the papers presented at conferences, more and more teachers are breaking away from their former dependence on strict theoretical methods and are increasingly making their own, more flexible decisions about what should be done in the classroom. Before devising their own means useful for teaching English language, teachers should have an idea of the ends of teaching English language especially as the second language.

Today English has been gaining greater importance for global communication. It is no longer just a library language of opportunities. A fairly high degree of proficiency and excellent communication skills in English today enhance students' employability substantially. The best graduates with good communication skills in English compete successfully in the job market. However unemployment is a reality for many due to poor communication skills in English. Thus the main interest in this paper is to give a bird's eye view of the prestige of English language as an international language and its role in enhancing employability all over the world in different fields which will be helpful to the teachers and the students as well in the teaching and the learning of English language in Indian context.

### **AN INTERNATIONAL LANGUAGE:**

Language is a form of human communication and the universal medium for conveying common feelings and facts of everyday life. It is thus defined as the normal, natural and enduring method of expressing the human mind. It is the most remarkable and precious tool invented by man which makes civilization possible. The future of a language is closely bound up with the influence and prestige of its speakers. The role of English has developed to such an extent, unprecedented in world history, that it is difficult to see how it can now be dislodged. The history, structure and use of the English language is a fascinating topic in its own right.

English was considered the privileged language of the white-collared elite and the Queen's language. It first began to spread and expand geographically during the 16th century with the British Empire and today it is spoken or read by the large number of people in the world for historical, political and economic reasons. Thus the British Empire is the main reason that influences the fast spread of English language beyond the British Isles. As a medium of world communication, the English language has had a surprisingly short history. In 1582, Richard Mulcaster, High Master of St Pauls School observed. 'The English tongue is of small reach, stretching no further than this island of ours, but not there over all'.

Only seventeen years later, however, towards the end of the century, Samuel Daniel saw a vision. In his 'Musophilus', he gave expression to a glorious dream of the expansion of the English language among unknown nations. When English ceased to be of 'small reach', and when it first began to expand beyond 'this island of ours', it was already fully developed in the form of words and in the pattern of its sentences and disseminated far and wide in printed books. It owes something of its wide appeal to its qualities and characteristics inherent in itself like its extra ordinary receptivity and adaptable heterogeneousness, simplicity of inflexion, its relatively fixed word-order, the growth of periphrases and prepositions to take the place of lost inflexions, the development of new varieties of intonation to express shades of meaning etc. Besides English have prodigiously a rich vocabulary and a simple grammar.

There are uncountable languages in the world as every country has its own national language along with different local languages spoken and understood by people in different regions. But English, the language of England has international standard. It is the most uniform and intelligible language as against all the great languages spoken in different parts of the world. Lewis Mumford observes, "A world language is more important for mankind at the present than any conceivable advance in television or telephony." Of all the languages, Chinese is spoken by more than a four hundred million but it is a welter of many unintelligible dialects. On the other hand English is spoken by about two hundred and fifty million. It is the native speech of more than fifty million in Europe. It holds undisputed control over the United States, British Isles, Canada, Australia, New Zealand and parts of South Africa. It is current in all British and American colonies or possessions. Besides over 25 million in Asians are use English. In a large number of countries, English is the official language and it is estimated that the number of people in the world that use English to communicate on a regular basis is two billion.

#### **LANGUAGE OF GLOBAL COMMUNICATION:**

English is the most commonly used language among foreign language speakers. Throughout the world, when people with different languages come together, they commonly use English to communicate. English is no doubt the actual universal language. It is the world's second largest native language. In this era of mass communication, the concept of a universal language becomes more significant and English, one of the simplest and easiest natural languages has been acknowledged as the universal language as against Latin, Greek and French. English emerges as the language of international communication and the most important language worldwide as against the most spoken languages on earth like Chinese and Spanish because of the number of speakers and also in influence and international importance. More than billion people all over the world speak English and that number increases every day. In today's global world, the importance of English cannot be denied and ignored since English has been the most common language spoken everywhere.

English has special or official status in more than 75 countries and is spoken as the first language by more than 375 million people. Since Macaulay's famous Minute on Education, English has become a long way in India having entrenched its roots deeply in a country that prided itself on Sanskrit, the language of the Gods. In a culturally diverse sub continent like India where every state and region has its own regional language, communicating in a powerful common language like English becomes imperative. At the same time, in a nation of over a billion people, the employment market is a crowded space and competency in English language is perhaps the factor in improving employment prospects. In the last fifteen years, the use of English in every sphere has been widened and its impact finds itself filtering through all sectors of society. For example at the airport for the employees from check-in -desk to the waiter at tea stall, to be oneself understood and being able to understand others in English is an essential competency of the job. The growing demand for learning English for professional purposes was the outcome of the growth of the call centre industry and the rise in business process out sourcing to India.

#### **A DOMINANT BUSINESS LANGUAGE:**

English is the dominant business language and it has become almost a necessity for people to speak English if they are to enter a global workforce. Research from all over the world shows that cross-border business communication is most often conducted in English. An English speaker has many benefits and there are many reasons to learn English. English language skills influence indicators like income and other factors. It has already been the language of trade and business transactions and it bids fair to become a tongue of international communication in many parts of the world. For those planning to venture businesses in other countries and flocking abroad for business purposes, the English language could be the gear as well as tool.

In today's global world, the importance of English cannot be denied and ignored since English has been most common language spoken everywhere. Companies which can easily open out to other countries generally employ graduates whose English is fluent and orderly. A student who is graduated from a reputed university studying English as a major language will find a better or a high quality job than other students who do not know English adequately. In other words, the student who knows English is able to be more efficient in his job

because he can use the information from foreign sources and web sites. He can prepare his assignments and tasks with the help of that information. Therefore his managers would like his effort or projects. In addition, many high-quality jobs are related with international communication and world- wide data sharing. University graduates who are in a international company and business are needed to communicate with foreign workers. For instance, if their managers want them to share the company's data, they are expected to know English. Absolutely, all of these depend on speaking in English authoritatively.

#### **MEDIUM OF WORLD COMMUNICATION:**

English is the world media language, and the language of cinemas, TV, pop music and the computer world. In this era of mass communication, the concept of a universal language becomes more significant. English has a tremendous publishing industry behind it and the ability to print and broadcast English is scattered all over the globe. Three fourths of the world's mail is written in English. More than half of the world's news papers are printed in English and English is heard in from more than three-fifths of the world radio stations. It has the best and most numerous

Dictionaries and more than half of the world's scientific and technical periodicals are printed either entirely or partly in English. It has a flourishing literature and in recent times it has become one of the leading tongues of international scholarship and research in all branches of knowledge. The best of world's literature, cultural heritage and civilization of mankind have been well translated from many languages printed, bound and catalogued in English in libraries. Thus the continuous existence of mankind's heritage is associated with English language. It should also be noted that more than 90% of websites are written and created in English in Internet and even some sites in other languages have the option to translate in English. All the research and studies are written and typed in English. Many of the world's top films, books and music are published and produced in English. Therefore English is an access to a great wealth of entertainment and a greater cultural understanding. Most of the content produced on the internet is in English. So English will allow one to an incredible amount of information. It is the most dominant language of diplomacy, business and science, economy, computer and internet. There is no access to a lot of information if one does not learn English.

#### **THE PRIME MOVER OF EMPLOYMENT:**

Today a good knowledge in English is the most important requirement in many professions. A person that speaks English well has a better chance of finding a good job abroad. Many multi- national companies when dealing with cross- border business communication will do it in English. Apart from that, it is the language of art, film industry, music and books. Furthermore it is the most dominant language of diplomacy, business and science, economy, computer and internet.

English is the most preferred mode of communication and a vital factor in deciding one's employability quotient. Proficiency in English guarantees jobs across sectors. Even for a chauffeur, a hair dresser, a waiter etc, salutations and courtesies in English are considered essential by recruiters. English language not only improves job prospects but also multiplies growth prospects in jobs too. Quite interesting finding was made by Chambers of Commerce that the difference in salary between equally qualified either non-professional or technical candidates due to proficiency in English could be as high as 400 percent. Young people working as development agents, sales executives, store managers and public relations executives for international brands have to communicate with the customers in fluent and correct English. A technician like a small-time computer repair rookie looking for a regular salaried job plans to enroll into a language school to learn English. In the field of Hotel Management, Banking, Food& Beverages etc, Employers arrange classes for employees to ensure that their staff can converse in English. In the hospitality sector, candidates with a sound knowledge of English language stand a better chance of being selected. With good understanding and communication in English, we can travel around the globe.

We get assistance and help in English in every part of the world. And at the same time tourism is a flourishing field for one who has good proficiency in English. Only those who are good at English are hired as the professional staff in offices, companies, governmental organizations and other departments. A company included in its will that its staff need not be well educated but good at speaking, reading and writing English.

English Language and Linguistics helps students to make the most out of their university experience and build the skills needed for employment or further study. In addition to developing the transferable skills one expects to learn on a good humanities course, the study of linguistics provides with strong analytical skills as well as the opportunity to hone quantitative and IT skills. In addition, the English Language & Linguistics programme offers a number of modules with direct relevance to the world of work. Those modules make the candidates ready for careers like teaching, publishing, advertising and media. For those who have sensitivity and understanding of English have additional career options like speech and language therapy, speech and language technology, forensic work for the police and judiciary, and the civil and diplomatic services. It also gives them

the edge in a variety of careers, notably professional writing and editing, journalism, publishing, speech therapy, the law, policing, and English language teaching in U.K and abroad. Besides a new range of study abroad options enables students to broaden their horizons and enhance their employability while pursuing their studies through the medium of English at an overseas University as part of their ELL programme.

English is the language of the work- force and is necessary for everyone who wants to express to oneself at a national and international levels. Communication skills in English is what matters more than technical skills for a software professional. Having proficiency in English especially the corporate language shows how much a candidate has prepared himself or herself for the job and that would impress the HR experts who always look for people with good communication skills rather than technical skills which can be taught and learned at any time. Even an Economics graduate who had been recently recruited by a leading IT company when many engineering and science graduates struggled to get placed in IT companies. He attended an off campus interview and cleared the first two rounds: the written test and group discussion. During the HR interview when he revealed that he was an Economics graduate , the HR expert expressed reservations about selecting him. With his excellent communication skills, the candidate convinced the HR person and got the job he wanted and is now awaiting an assignment abroad. As the demand for communication skills in English grows globally, so does the demand for English language teaching professionals. Students studying MA TESOL or MA Applied Language Studies/ Applied Linguistics for TESOL will graduate with a range of professional skills which will enable them to find employment all over the world as teachers and administrators with language schools, colleges, universities or organizations. For those who join the programme with good teaching experience, a Masters Degree is often a way of securing a more senior position within such institutions.

Passports and planes can take one to anywhere in the world but only with the language of a country one can get to know about that country and get involved with its culture. It is powerful when used as means of negotiating with prominent personalities. With regard to worldwide meeting, English language is only used. It is used in Commonwealth countries like India, Srilanka, Pakistan and South Africa as well as in the proceedings international organizations. Modern English is described as the major tool for communication tool for science events, business, aviation, entertainment and diplomacy. With the help of developing technology, English has been playing a major role in many sectors including medicine, engineering, and education. Most of the software's such as " windows", "Microsoft office" "Internet Explorer" are firstly written in English which are vital for communication over computer. In research, they are of immense help for scholars to find necessary sources and information. English facilitates accessing information. Students who know English will be more successful at the projects. They can communicate with others internationally. It is useful to follow new trends, new gadgets, and technology.

## **II. CONCLUSION**

Thus it is evident that proficiency in English is today the sure and primary source of employment and the task of English Language teachers is to plan their teaching programmes to meet that requirement. Skills - oriented English language modules with reference to English Literature which is rich in wonderful literary pieces can be really helpful in this task. Hence the role of English language teachers is decisive today as one who experiments in the classroom to evolve useful teaching programmes and at the same time conducts them in the class room effectively to make students more employable in order to compete in the job market. Besides teaching language along with literature will make the youth sensible human beings of wonderful ideas.

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