



WORKKEYS – NATIONAL CAREER READINESS CERTIFICATE

If you want to be adequately prepared for the workforce, you need to understand the requirements for jobs you are considering. WorkKeys helps determine the skill levels for various jobs. WorkKeys is a job skills assessment system measuring “real world” skills that employers believe are critical to job success. These skills are valuable for any occupation, skilled or professional, and at any level of education.

When you use WorkKeys to show you are ready for work, you have an advantage with employers who accept or require job applicants to have WorkKeys scores. A growing number of states nationwide are adopting WorkKeys to ensure that all their workers have the needed skills. WorkKeys assesses nine skill areas: Applied Mathematics, Applied Technology, Business Writing, Listening, Observation, Teamwork, Writing, Workplace Documents, and Workplace Graphic Literacy.

Each WorkKeys assessment has a score level range which is usually three to seven. Scores indicate an individual’s ability to perform more complex skills as the score level increases. By scoring a three or better, you will earn a ***National Career Readiness Certificate***. Certificates are awarded in the form of Bronze, Silver, Gold, and Platinum.

HELP IMPROVE YOUR TEST SCORES BY GOING TO OUR KEYS 2 JOB SUCCESS LAB.

TESTING DATES:

- July 9, 2020
- August 6, 2020
- September 11, 2020
- October 9, 2020
- November 13, 202

You ***MUST*** call and preregister for the assessment.
Call 910-272-3690 or 910-272-3671 to reserve your spot.

For more information and practice materials related to WorkKeys visit the ACT website:

<http://www.act.org/products/workforce-act-workkeys/>