

# WORK KEYS ASSESSMENT RELEVANCE

# HHS WORK KEYS ASSESSMENT

- HHS gave the Work Keys Assessment to all seniors this fall, November of 2011.
- The results are used for students to obtain a certificate based on their scores that determine what jobs they have foundational skills for as they prepare for graduation from HHS.

# Work Keys

The three basic tests given are:

- Applied Math
  - 7 levels of Proficiency (Levels 1-7)
- Reading for Information
  - 7 Levels of Proficiency (Levels 1-7)
- Locating Information
  - 6 Levels of Proficiency (Levels 1-6)

# Work Keys Certificates and Job Relevance

Scoring at the levels listed below on all three tests indicate job readiness for a specified percentage of all jobs available.

- Bronze      Level 3      Skills 16% all jobs
- Silver      Level 4      Skills 67% all jobs
- Gold      Level 5      Skills 93% all jobs
- Platinum      Level 6      Skills 99% all jobs

# EXAMPLES OF JOBS BASED ON SCORES

<b>Job Title</b>	<b>Applied Mathematics</b>	<b>Locating Information</b>	<b>Reading for Information</b>
<b>Accountant</b>	6	5	5
<b>Architectural Drafters</b>	4	4	5
<b>Boilermakers</b>	4	4	3
<b>Carpenter</b>	3	4	4
<b>Cashiers</b>	3	4	3
<b>Chefs</b>	4	4	4
<b>Child Care</b>	3	4	4
<b>Computer Programmer</b>	5	5	5
<b>Construction</b>	5	4	5
<b>Customer Service</b>	5	5	4
<b>Dental Assistance</b>	4	4	4
<b>Electricians</b>	5	5	5
<b>Engineers</b>	5	6	6
<b>File Clerks</b>	3	4	4

# CERTIFICATES

**The certificate you are receiving is extremely valuable!!**

You are strongly encouraged to hold on to the certificate to be used when you are applying for a job. This certificate informs an employer of the skills you have with regard to the job duties and/or requirements. This certificate puts you ahead of others when an employer is looking at all the applications they receive in an effort to hire the best person for the job!

# Congratulations!

- Visit the School City of Hobart Website to learn more including the following:
- Using WorkKeys Scores
- Occupational Profiles
- Search Jobs by Skills
- Online WorkKeys Practice Tests
- 2011 NWI Job Needs Projections