

What to do with your WorkKeys scores

<http://www.act.org/certificate/jobseekers.html>

www.act.org/workkeys/education/profiles.html

- Compare them to the WorkKeys scores needed for different careers to see if you have the skills you need for jobs that interest you.

A complete list of occupation titles with the average WorkKeys score for Applied Math, Reading for Information, and Locating Information can be found online.

Examples

SOCcode	Occupation Title	AM	LI	RI
29-9099	Healthcare Practitioners	4	4	5
31-1011	Home Health Aides	3	3	3
31-2011	Occupational Therapist Assistants	4	4	4
31-9092	Medical Assistants	4	4	4
31-9099	Healthcare Support Workers	3	4	4
47-2061	Construction Laborers	3	4	3
47-2111	Electricians	4	4	4
47-2211	Sheet Metal Workers	4	4	4
51-4034	Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic	4	4	4
51-4041	Machinists	4	4	4
51-4121	Welders, Cutters, Solderers, and Brazers	4	4	4

Michigan's National Career Readiness Certificate *Letter of Commitment (LOC)*

View letters of commitment by employers who use Michigan's *National Career Readiness Certificate (NCRC) as a credential to document essential work-related skills.*

Employer Commitments:

- ❑ We will recommend the *National Career Readiness Certificate* in hiring and/or promotion practices for one or more positions in our organization.
- ❑ We give ACT and the NCRC Advocates permission to use our name in public awareness efforts to promote the *National Career Readiness Certificate*.

<https://www.ncrcadvocates.org/Lists/Employer%20LOC/By-State-County.aspx>

Research employers



- Attach a copy of your WorkKeys summary report or National Career Readiness Certificate to your resume and job applications.

...or share the certificate on-line

- **National Career Readiness Certificate**

Level: GOLD

Issue Date: 1/13/09

Certificate # J123456SAMPLE

- A **GOLD** National Career Readiness Certificate is awarded to an individual who scores a Level 5 or above on all WorkKeys assessments—Applied Mathematics, Locating Information, and Reading for Information.
- This credential is registered with ACT in the National Career Readiness Certificate database and may be verified at <http://www.act.org/certificate/verify.html>.

Example for Resume or Application

- If you are planning to attend a community or technical college, include your WorkKeys scores in your application materials. Many institutions use WorkKeys as an entrance exam.

Education Application

Conferences

Plan to attend the
2010 Michigan NCRC Conference

October 21 and 22, 2010

Lexington Lansing Hotel

Lansing, Michigan

More information and registration at:

www.MichiganNCRCconference.com

* * * * *

Conference Documents:

Name

2009 Michigan NCRC Conference Booklet

2009 Michigan NCRC Conference Schedule

ACT National Career Readiness Certificate (NCRC) Flyer

Announcement-2010-Michigan-NCRC-Conference

Building_Statewide_Alignment_Guest

Career_Pathways_Guest_Harmon_Prevatt

Closing Remarks Text Bill Guest

Employers_Handbook_NCRC_May_2010

Keynote Andy Levin DeLEG 11.17.09

Keynote Dr. Keith Bird Corporation for A Skilled Workforce

<https://www.ncrcadvocates.org>

Westin Hotel
Michigan Avenue
Chicago, Illinois

Link to: [ACT Conference Website.](#)

Links: Conferences

- National The ACT National WorkKeys Conference
- MI 2006 Presentations - 2006 Michigan Conference
- MI 2007 Presentations - 2007 Michigan Conference
- MI 2008 Presentations - 2008 Michigan Conference
- MI 2009 Presentations - 2009 Michigan Conference