CONTACT US
To Find Out More Information about the
National Career Readiness Certificate (NCRC)

St. James Business and Career Solutions Center
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Go to ACT Work Ready Communities website:
www.workreadycommunities.org

HOW DO I SIGN UP?
To sign up to take assessments and earn an
NCRC, contact the St. James Business and
Career Solutions Center.

HOW MUCH WILL IT COST?
The first NCRC will be at no cost to you
and will be paid with funds provided by
NEXT25 Foundation or other programs for
those eligible to participate.

ST. JAMES WORKS
A program of
St. James Parish Work Ready Community

Funded by NEXT25 Foundation
When you join the job hunt, your application can move to the top of the stack with the NCRC. The National Career Readiness Certificate is a portable credential that measures essential workplace skills and predicts workplace success.

**WHAT IS THE NCRC?**

There are four levels of performance on the NCRC: Bronze, Silver, Gold, and Platinum. Scores on the assessments: Applied Math, Graphic Literacy, and Workplace Documents.

In addition, you will complete the ACT Talent Assessment that measures personal and workplace behaviors and attitudes.

**HOW DO I EARN THE NCRC?**

To prepare to take the assessments, you can access free sample questions online at www.keytrain.org.

Go to a St. James Parish Library or the St. James Business and Career Solutions Center to register for the WorkKeys Curriculum.

Once registered, you will be able to access WorkKeys test preparation materials on a library computer or any electronic device that supports this program.

**HOW DO I PREPARE?**

Visit www.keytrain.org to access free sample questions online and prepare to take the assessments.

To prepare to take the assessments, you can access free sample questions online.

**HOW DO I GET READY FOR WORK?**

Visit www.keytrain.org to access free sample questions online and prepare to take the assessments.

To prepare to take the assessments, you can access free sample questions online.