



# VERIFY SKILLS FOR WORKFORCE SUCCESS

**Have your workforce earn the ACT® WorkKeys® National Career Readiness Certificate® (NCRC®). Once they do, your community will be on the way to providing qualified applicants for the job openings employers need filled to grow and be successful. The WorkKeys NCRC is a portable, evidence-based credential that documents essential skills needed for workplace success.**

**This credential is used across all sectors of the economy and verifies the following cognitive skills:**

- Problem solving
- Critical thinking
- Reading and using work-related text
- Applying information from workplace documents to solve problems
- Applying mathematical reasoning to work-related problems
- Comparing, summarizing, and analyzing information presented in multiple related graphics

## A National Career Readiness Certificate is earned by completing three WorkKeys® Assessments



### APPLIED MATH

measures the ability to apply mathematic principles to problems encountered in the workplace



### GRAPHIC LITERACY

measures the ability to find, analyze and apply information presented in workplace graphics



### WORKPLACE DOCUMENTS

measures the ability to understand and apply written information presented in the workplace

*Also available in Spanish*

After earning the WorkKeys NCRC, job seekers can easily set up an online account at [myworkkeys.com](https://myworkkeys.com) that enables employers to verify their credentials quickly and conveniently. Job seekers can also showcase their accomplishment by including information about achieving the WorkKeys NCRC on their resumes and job applications.

### HOW THE WORKKEYS NCRC HELPED OHIO FIND WORK QUICKLY...

During an economic downturn, Ohio workforce organizations wanted to prepare those facing unemployment with industry-recognized, nationally portable credentials so their unexpected job search was more successful. Workers were provided with the means to earn a WorkKeys NCRC to add to their CPT credential. They had an **80% placement** success and workers who achieved both credentials had a 6% greater employment rate.

Read more success stories at [www.act.org/WorkforceSuccess](http://www.act.org/WorkforceSuccess)