

Benefits for Employers

ACT® WorkKeys® National Career Readiness Certificate® (NCRC®):

The ACT WorkKeys NCRC is an evidence-based credential that certifies the essential work skills needed for success in jobs across industries and occupations. It is earned by completing the following ACT WorkKeys assessments: Applied Math, Graphic Literacy, and Workplace Documents, and earning at least a level 3 across all three assessments.

What does the certificate demonstrate?

The ACT WorkKeys NCRC is awarded in four levels (Bronze, Silver, Gold, and Platinum) and verifies skills proficiency in the following:

- Critical thinking and problem-solving techniques for situations in today's workplace
- Reading and comprehending graphical materials to solve workplace problems
- Reading workplace documents and using that information to make job-related decisions and solve problems

How do employers benefit?

Case studies and research show employers benefit from understanding and using the ACT WorkKeys NCRC in the following ways:

- Better quality hires and less turnover
- Reduced time to hire and train
- Improved employee morale
- Decreased operator error
- Improved promotional processes and higher performance ratings for skilled workers

What does the certificate measure?

Go online to see what is measured on each level of the ACT WorkKeys assessments:

- **Applied Math:** <https://www.act.org/content/act/en/products-and-services/workkeys-for-employers/assessments/applied-math.html>
- **Graphic Literacy:** <https://www.act.org/content/act/en/products-and-services/workkeys-for-employers/assessments/graphic-literacy.html>
- **Workplace Documents:** <https://www.act.org/content/act/en/products-and-services/workkeys-for-employers/assessments/workplace-documents.html>

My Certification

This credential is registered with ACT and may be verified at <http://www.act.org/certificate/verify.html>

Name: _____

Issue Date: _____

Level: _____

Certificate ID Number: _____