**Module 4 job Sheet**

**National Career Readiness Certificate**

**Skill Definitions**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Skill Correlation:** This activity addresses employability skills that support employee success and upward mobility within an organization.

**Objective:** Upon completion, the student will have located and defined important core employability skills.

**Directions:** Define each skill that is measured with the National Career Readiness Certificate and explain why those are important top employers. How does your ability to use math and computation skills affect your ability to locate and retain a job?

**Applied Math:**

**Graphic Literacy:**

**Workplace Documents:**

**Resources:**

[**http://www.act.org/content/act/en/products-and-services/workkeys-for-educators/ncrc.html**](http://www.act.org/content/act/en/products-and-services/workkeys-for-educators/ncrc.html)