Personal Testimonies

"WorkKeys gave me confidence to pursue my education." *Shawn McHenry*

"At our plant in Owensboro, all of our employees have taken WorkKeys." *Robert Wayman*

"I have two grown children and I am just as excited about earning my Kentucky Employability Certificate as I am about their high school diploma." *Terry Williford*

Lifelong Learning Opportunities

In addition to WorkKeys and the Kentucky Employability Certificate, OCTC's Center for Community and Economic Development offers you value-priced, customized training services.

Business and Industry Training

Our business and industry programs range from leadership development to mobile manufacturing and highly specialized technical training.

Community Education

Our award winning "Adventures in Community Education" program provides hundreds of opportunities for community members of all ages.

Educational Technology Services

Our Educational Technology Services provide affordable video production to put your company on the cutting edge.

So, if you are interested in WorkKeys and the Kentucky Employability Certificate, or any of the other lifelong learning opportunities offered-- contact us today for the ***Keys to a Brighter Future!***

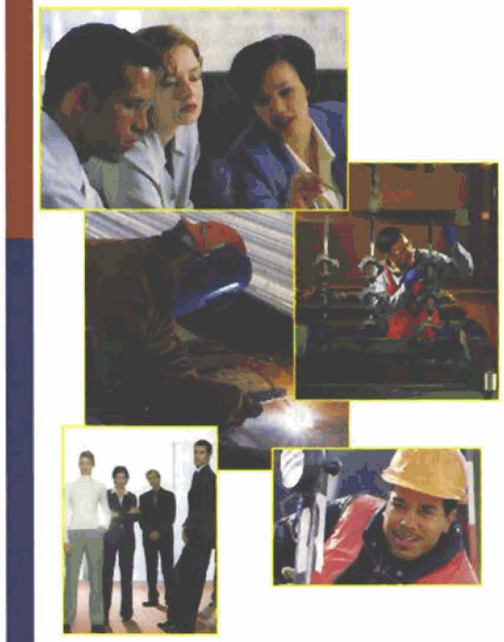
Owensboro
Community & Technical College

1501 Frederica Street
Owensboro, Kentucky 42301
270-686-4444

OCTC, CCED and KCTCS are committed to a policy of providing educational opportunities to all qualified students regardless of economic or social status, and will not discriminate on the basis of race, color, religion, sex, marital status, beliefs, age, national origin, sexual orientation, or physical or mental disability.

KCTCS

WorkKeys and the Kentucky Employability Certificate



Keys to a Brighter Future!

Owensboro
Community & Technical College

What's your most valuable resource?

Your employees, right? Do you have a reliable system for hiring and keeping good employees?

You do now. Owensboro Community & Technical College offers WorkKeys, a flexible, cost-effective solution for building a winning workforce.

WorkKeys Builds a Winning Workforce

Through OCTC's Center for Community and Economic Development you have access to a full range of WorkKeys support. This includes workplace assessments, training needs analysis, consulting, and training services. The WorkKeys system was developed by the nationally–recognized ACT organization to help you:

- **Define measurable skill requirements for specific jobs;**
- **Take the guesswork out of the hiring process;**
- **Reduce recruitment costs;**
- **Establish legal defensibility in the selection process;**
- **Match new employees to the most appropriate job;**
- **Reduce turnover, overtime, and waste; and**
- **Develop focused training initiatives for your employees.**

WorkKeys Three Proven Strategies

WorkKeys consists of three proven strategies to guarantee that you hire and keep the right in the right job.

1) Job Profiling

First, authorized WorkKeys profilers work with your experienced employees to evaluate the key requirements for specific jobs in your organization through a process called job profiling.

2) Skill Assessments

Second, you can give ACT's standardized WorkKeys skill assessments to job applicants and employees to pinpoint their current skill levels in up to eight critical areas.

3) Targeted Training

Finally, you can then compare the skill levels demonstrated by each test taker to the minimum skill levels required for the profiled jobs. This enables you to immediately evaluate an applicant's qualifications and identify the training needs of your current employees.

Companies using WorkKeys have noticed improvements in teamwork, and productivity.

Kentucky now offers validation of WorkKeys performance with a Kentucky Employability Certificate.

Kentucky Employability Certificate

This certificate verifies skill levels of job applicants and existing employees so you can hire and promote with confidence.

The Kentucky Employability Certificate measures three WorkKeys assessments: Reading for Information, Applied Math, and Locating Information.

To earn a Kentucky Employability Certificate, a person must take all three assessments. A certificate is then awarded in either of two levels: a Silver certificate for a score of 4 on all three assessments; or a Gold certificate for a score of 5 on all three assessments.

For anyone interested in earning a Kentucky Employability Certificate, free WorkKeys instruction and assessments are available through SkillTrain at Owensboro Community & Technical College. The College also partners with Skills, Inc. to offer WorkKeys assessments. Currently, more than 3,000 job seekers with WorkKeys scores are registered in the Skills, Inc. database.