



Using Work Ready Occupational Profiles Fact Sheet

Georgia Work Ready helps employers more easily match candidates to job opportunities. To help small businesses build the right workforces for their needs, Georgia Work Ready provides occupational profiles that showcase suggested skill levels for more than 400 job titles.

Occupational profiles, compiled by ACT WorkKeys® professionals, identify the average skill levels required for success in a particular position across jobs, companies, or industries. The profiles were created by distilling the analysis of several thousand jobs profiled over the past five years and are designed for use by companies that do not hire enough employees to require a full Work Ready job profile.

During the hiring process, Georgia small businesses can tell potential employees they either recognize or prefer Work Ready Certificates. Work Ready Certificates serve as a tool for understanding candidates' skills levels and can be cross-referenced with the occupational profile database located at www.gaworkready.org as a guideline to ensure candidates have the skill set to succeed today and take on more challenging tasks in the future.

Business Benefits

Including Work Ready as part of the hiring process helps companies make important business decisions and delivers substantial benefits, including:

- ✓ Improved employee selection and advancement procedures
- ✓ Reduced overtime
- ✓ Reduced turnover
- ✓ Increased productivity and profitability
- ✓ Higher employee morale

For more information

To learn more about the Georgia Work Ready and browse the database of occupational profiles, visit www.gaworkready.org.

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