

**OALCF Task Cover Sheet**

**Task Title:** Complete a self-assessment to help determine a career exploration choice

<b>Learner Name:</b>	
<b>Date Started:</b>	<b>Date Completed:</b>
<b>Successful Completion:</b> Yes ___ No ___	
<b>Goal Path:</b> Employment ___ Apprenticeship ✓ Secondary School ✓ Post Secondary ✓ Independence ___	
<b>Task Description:</b> The learner will complete a short self-assessment about a particular trade group to determine if a career in that trade group might be suitable. They will add up the results and use the total to help them decide.	
<b>Competency:</b> B: Communicate Ideas and Information C: Understand and Use Numbers	<b>Task Group(s):</b> B1: Interact with others B3: Complete and create documents C4: Manage data
<b>Level Indicators:</b> B1.2: Initiate and maintain interactions with one or more persons to discuss, explain or exchange information and opinions B3.1a: Make straightforward entries to complete very simple documents C4.1 Make simple comparisons and calculations	
<b>Performance Descriptors:</b> See chart on last page.	
<b>Materials Required:</b> <ul style="list-style-type: none"> <li>• Pencil and paper</li> <li>• Attached self-assessments</li> </ul>	

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Self-assessment checklists can help a learner determine if a job is right for them or if their skills align with a particular job.

Look at the following checklists:

- Is a Career in a Food Trade for Me?
- Is a Career in an Automotive-Related Trade for Me?
- Is a Career in a Construction Trade for Me?

**Learner Information and Tasks:**

**Task 1:** Choose and complete one of the three self-assessments.

**Task 2:** Calculate the total number of times you answered yes and the total number of times you answered no.

**Task 3:** Based on your scores and interests decide if a career in that trade is something you would like to explore further and discuss the results with your instructor.

### Is a Career in a Food Trade for Me?

Complete the following checklist to see if a career in the food trades is right for you.

	Yes	No
1. I have a good work ethic. I can show up on time for work and training with no excuses.	<input type="checkbox"/>	<input type="checkbox"/>
2. I can work at a hard, steady pace without complaining.	<input type="checkbox"/>	<input type="checkbox"/>
3. I can work in an environment that may be noisy, hot, cold or potentially dangerous.	<input type="checkbox"/>	<input type="checkbox"/>
4. I have reliable transportation.	<input type="checkbox"/>	<input type="checkbox"/>
5. I can follow written and verbal instructions.	<input type="checkbox"/>	<input type="checkbox"/>
6. I can read and understand safety instructions and procedures (or I am willing to learn).	<input type="checkbox"/>	<input type="checkbox"/>
7. I can resolve unexpected problems (e.g., transportation, family) so they do not interfere with work or training attendance.	<input type="checkbox"/>	<input type="checkbox"/>
8. I like to take on challenges.	<input type="checkbox"/>	<input type="checkbox"/>
9. I have good communication skills.	<input type="checkbox"/>	<input type="checkbox"/>
10. I like to work with the public.	<input type="checkbox"/>	<input type="checkbox"/>
11. I can work independently, with little supervision.	<input type="checkbox"/>	<input type="checkbox"/>
12. I enjoy preparing foods to cook.	<input type="checkbox"/>	<input type="checkbox"/>
13. I enjoy cooking.	<input type="checkbox"/>	<input type="checkbox"/>
14. I enjoy working with a variety of different foods from all the food groups.	<input type="checkbox"/>	<input type="checkbox"/>
15. I enjoy making food look good when it is served.	<input type="checkbox"/>	<input type="checkbox"/>
16. I like to plan menus.	<input type="checkbox"/>	<input type="checkbox"/>
17. I am willing to learn about different foods.	<input type="checkbox"/>	<input type="checkbox"/>
18. I am interested in nutrition.	<input type="checkbox"/>	<input type="checkbox"/>
19. I am a team player.	<input type="checkbox"/>	<input type="checkbox"/>
20. I am very organized.	<input type="checkbox"/>	<input type="checkbox"/>
21. I can work flexible hours.	<input type="checkbox"/>	<input type="checkbox"/>
22. I value cleanliness and hygiene.	<input type="checkbox"/>	<input type="checkbox"/>
23. I am able to work well under pressure.	<input type="checkbox"/>	<input type="checkbox"/>
24. I can stay calm in difficult situations.	<input type="checkbox"/>	<input type="checkbox"/>
25. I can work with schedules and tight timelines.	<input type="checkbox"/>	<input type="checkbox"/>

Add up your totals: Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered yes to at least 16 of the questions, a career in the food trades might be for you.



### Is a Career in an Automotive-Related Trade for Me?

Complete the following checklist to see if a career in the automotive-related trades is something you should explore further.

	Yes	No
1. I have a good work ethic. I can show up on time for work and training with no excuses.	<input type="checkbox"/>	<input type="checkbox"/>
2. I can work at a hard, steady pace without complaining.	<input type="checkbox"/>	<input type="checkbox"/>
3. I can work in small, confined spaces.	<input type="checkbox"/>	<input type="checkbox"/>
4. I can work in an environment that may be noisy, dirty, hot, cold, wet, smelly or potentially dangerous.	<input type="checkbox"/>	<input type="checkbox"/>
5. I have reliable transportation.	<input type="checkbox"/>	<input type="checkbox"/>
6. I can follow written and verbal instructions.	<input type="checkbox"/>	<input type="checkbox"/>
7. I can read and understand safety instructions and procedures (or I am willing to learn).	<input type="checkbox"/>	<input type="checkbox"/>
8. I can resolve unexpected problems (e.g., transportation, family) so they do not interfere with work or training attendance.	<input type="checkbox"/>	<input type="checkbox"/>
9. I like to take on challenges.	<input type="checkbox"/>	<input type="checkbox"/>
10. I have good communication skills.	<input type="checkbox"/>	<input type="checkbox"/>
11. I like to work with the public.	<input type="checkbox"/>	<input type="checkbox"/>
12. I can work independently, with little supervision.	<input type="checkbox"/>	<input type="checkbox"/>
13. I like to work with my hands.	<input type="checkbox"/>	<input type="checkbox"/>
14. I like to “tinker” with things around my house.	<input type="checkbox"/>	<input type="checkbox"/>
15. I enjoy taking care of vehicles.	<input type="checkbox"/>	<input type="checkbox"/>
16. I like to solve technical problems/puzzles.	<input type="checkbox"/>	<input type="checkbox"/>
17. I am interested in engines.	<input type="checkbox"/>	<input type="checkbox"/>
18. I am interested in computerized systems.	<input type="checkbox"/>	<input type="checkbox"/>

Add up your totals: Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered yes to at least 12 of the questions, a career in the automotive-related trades might be for you.

### Is a Career in a Construction Trade for Me?

Complete the following checklist to see if a career in the construction trades is right for you.

	Yes	No
1. I have a good work ethic. I can show up on time for work and training with no excuses.	<input type="checkbox"/>	<input type="checkbox"/>
2. I can work at a hard, steady pace without complaining.	<input type="checkbox"/>	<input type="checkbox"/>
3. I can work in physically demanding environments for extended periods of time in all weather conditions.	<input type="checkbox"/>	<input type="checkbox"/>
4. I can work at heights or in small, confined spaces.	<input type="checkbox"/>	<input type="checkbox"/>
5. I can work in an environment that may be noisy, dirty, hot, cold, wet, smelly or potentially dangerous.	<input type="checkbox"/>	<input type="checkbox"/>
6. I have reliable transportation.	<input type="checkbox"/>	<input type="checkbox"/>
7. I can follow written and verbal instructions.	<input type="checkbox"/>	<input type="checkbox"/>
8. I can read and understand safety instructions and procedures (or I am willing to learn).	<input type="checkbox"/>	<input type="checkbox"/>
9. I can resolve unexpected problems (e.g., transportation, family) so they do not interfere with work or training attendance.	<input type="checkbox"/>	<input type="checkbox"/>
10. I like to take on challenges.	<input type="checkbox"/>	<input type="checkbox"/>
11. I have good communication skills.	<input type="checkbox"/>	<input type="checkbox"/>
12. I can work independently, with little supervision.	<input type="checkbox"/>	<input type="checkbox"/>
13. I like to work with my hands.	<input type="checkbox"/>	<input type="checkbox"/>
14. I like to make repairs around my house.	<input type="checkbox"/>	<input type="checkbox"/>
15. I like to work outdoors.	<input type="checkbox"/>	<input type="checkbox"/>
16. I like to see concrete results from my work.	<input type="checkbox"/>	<input type="checkbox"/>
17. I like to solve technical problems/puzzles.	<input type="checkbox"/>	<input type="checkbox"/>
18. I like to work from a pattern, blueprint or diagram to construct and make things.	<input type="checkbox"/>	<input type="checkbox"/>

Add up your totals: Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered yes to at least 12 of the questions, a career in the construction trades might be for you.



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**Answer Key:**

There are no correct answers to Tasks 1 and 3.

**Task 2:** Requires the learner to total the yes and no answers. The number will vary for each learner but calculations can be checked.

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Performance Descriptors		Needs work	Completes task with support from practitioner	Completes task independently
B1.2	<ul style="list-style-type: none"> <li>uses strategies to maintain communication, such as encouraging responses from others and asking questions</li> </ul>			
	<ul style="list-style-type: none"> <li>speaks or signs clearly in a focused and organized way</li> </ul>			
	<ul style="list-style-type: none"> <li>rephrases to confirm or increase understanding</li> </ul>			
B3.1a	<ul style="list-style-type: none"> <li>makes a direct match between what is requested and what is entered</li> </ul>			
C4.1	<ul style="list-style-type: none"> <li>adds, subtracts, multiplies and divides whole numbers and decimals</li> </ul>			
	<ul style="list-style-type: none"> <li>recognizes values in number and word format</li> </ul>			
	<ul style="list-style-type: none"> <li>identifies and compares quantities of items</li> </ul>			
	<ul style="list-style-type: none"> <li>identifies and performs required operation</li> </ul>			

**This task:** was successfully completed\_\_\_\_ needs to be tried again\_\_\_\_

<b>Learner Comments</b>

\_\_\_\_\_  
Instructor (print)

\_\_\_\_\_  
Learner Signature