

Partner Organizations

Elgin Community College

United Way of Elgin

Elgin Area Chamber of Commerce

Gail Borden Public Library

Illinois Department of Employment Security

River Valley Workforce Investment Board

City of Elgin

School District U-46

For more information, call ECC's Career Services Department at 847-214-7399.



Elgin
Community
College

1700 Spartan Drive
Elgin, IL 60123-7193
elgin.edu

**GET THE TRAINING AND
CERTIFICATION EMPLOYERS
ARE LOOKING FOR—
FREE AT
ELGIN COMMUNITY COLLEGE!**



Looking for a job?

**STAND OUT FROM THE CROWD!
BUILD YOUR CONFIDENCE
TO SUCCEED!**

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THE WORKKEYS[®] SYSTEM*

Key Train and the National Career Readiness Certificate

Even if you have years of experience, the National Career Readiness Certificate can help you stand out from the crowd when you're looking for a job. Right now, Elgin Community College and its partner organizations are offering the training and assessments that can lead to that certificate, for free. You can do as much or as little training as you'd like, and you can do that training from anywhere—at ECC, the library, or your home.

Key Train is the training program that prepares you to take the WorkKeys assessments, the leading job skills assessment system in the nation, and receive National Career Readiness certification. Skill-building using Key Train will successfully prepare you to take the WorkKeys assessments and prove to employers that you have the skills required to do the job!

The WorkKeys assessments measure the following three essential skills:

- Applied Mathematics—Necessary to apply mathematical reasoning, critical thinking, and problem-solving techniques in work settings;
- Reading for Information—Necessary to read and use written text, including memos, letters, directions, and signs, in order to do a job; and
- Locating Information—Necessary to locate, summarize, and use workplace information, including charts, forms, diagrams, maps, and gauges.

The National Career Readiness Certificate is awarded upon satisfactory completion of the assessments.

* WorkKeys[®] is a registered trademark of ACT, Inc. in the U.S.A. and other countries.

Learn more about the WorkKeys[®] system at nationalcareerreadiness.org.

Free Workshops

If you are unemployed or underemployed and reside in Community College District 509, you are invited to attend the following free informational and training workshops:

Key Train Open Lab Workshops

Fridays, February 4, 2011 through April 29, 2011

10:00 a.m. to noon

Elgin Community College

Instruction Center,

Room ICT 129

1700 Spartan Drive

Elgin, IL 60123

No registration is required.

For more information, call 847-214-7399.

What you can expect at the free workshops:

- Information on and registration for the WorkKeys system;
- One-on-one support using the computer and Key Train test prep program;
- Information on the skill levels recommended for thousands of jobs;
- A self-paced, relaxed environment;
- Personalized career guidance; and
- Job leads.

Benefits of the National Career Readiness Certificate:

- Concrete proof of the skills you have achieved;
- Confidence that your skills meet the needs of local employers; and
- An advantage over job applicants who do not have the necessary skills.

The 1,000 Worker Skills Initiative

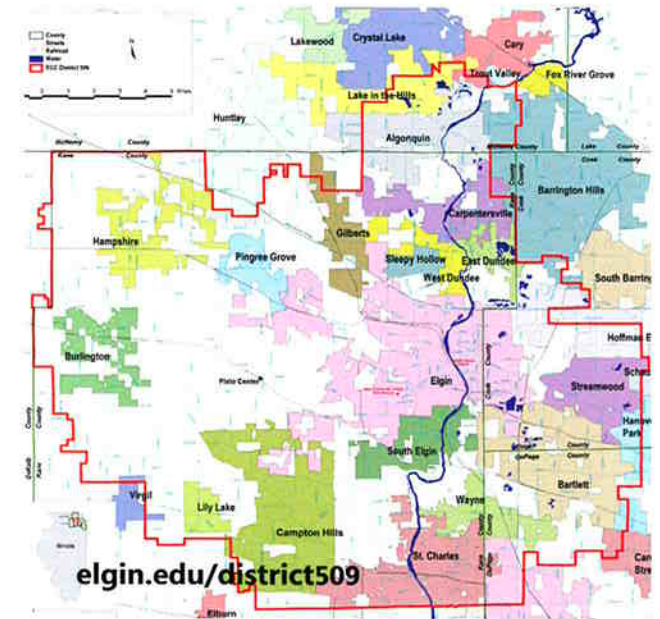
This initiative helps make the Elgin region strong by offering WorkKeys for free to unemployed and underemployed residents of Community College District 509.

See what a local employer has to say about the WorkKeys system:

"We have a tremendous sense of confidence in Key Train and the WorkKeys program. We rely on it to know that our candidates have the right core skills to learn while on the job, in addition to applying what they already know and bringing value to our organization."

Eric Smith, Director of Human Resources
Hoffer Plastics, Elgin IL

District Map



If you live within these red boundary lines (Community College District 509) and are unemployed or underemployed, you can use the WorkKeys system for free through Elgin Community College.