### People • Partnerships • Knowledge

## HUMAN RESOURCES AND SOCIAL DEVELOPMENT CANADA

# What are Essential Skills profiles?

Essential Skills profiles describe how each of the nine Essential Skills are used by workers in a particular occupation. Over the past several years, the Government of Canada has conducted extensive research examining the skills people use in the workplace. From this research and through interviews with workers, managers, practitioners and leading researchers, close to 200 Essential Skills profiles for various occupations of the National Occupational Classification have been developed. To date, profiles have been completed for all occupations requiring a high school education or less. Research is ongoing to complete occupations requiring university or college education, or apprenticeship training.

#### What do profiles include?

- A brief description of the occupation.
- A list of the most important Essential Skills.
- Example tasks that illustrate how each Essential Skill is applied.
- Complexity ratings that indicate the level of difficulty, from level 1 (basic) to levels 4/5 (advanced), of the example tasks.
- The physical aspects of performing the job and the attitudes that workers feel are needed to do the job well.
- Future trends affecting Essential Skills.

#### How can profiles be used?

- Develop workplace training programs, learning plans, and job descriptions.
- Check the skills needed for occupations.
- Investigate career options.
- Create educational tools to enhance Essential Skills development.

#### Who uses these profiles?

- Curriculum Developers
- Trainers and Teachers
- Guidance/Career Counsellors
- Employers/Employees
- Parents/Mentors
- Learners (Adults, Youth)
- Workplace Researchers

#### Search for a profile by:

- Occupation
- Key Words
- Most Important Skills
- Skill Levels
- Advanced Searches

To view the Essential Skills profiles, visit hrsdc.gc.ca/essentialskills.

