

Frequent and/or Important: ACT WorkKeys® Skill Criticality Based on Job Profiling

ALICE M. BRAWLEY, KAMA D. DODGE, AND MARY LEFEBVRE

The importance of ACT WorkKeys skills can be examined using a number of definitions that satisfy the Equal Employment Opportunity Commission's requirement for skills used in selection procedures to be used by "critical or important work behavior(s)." One such definition of skill importance is skill utilization, or the percentage of job tasks that use the

ACT WorkKeys skill. Figure 1 shows the average skill utilization for each assessment across three task importance levels determined by subject matter experts during the job profiling process.² ACT WorkKeys skills show a wide range of average skill utilization, and these averages significantly differ across levels of task importance for many of the skills.

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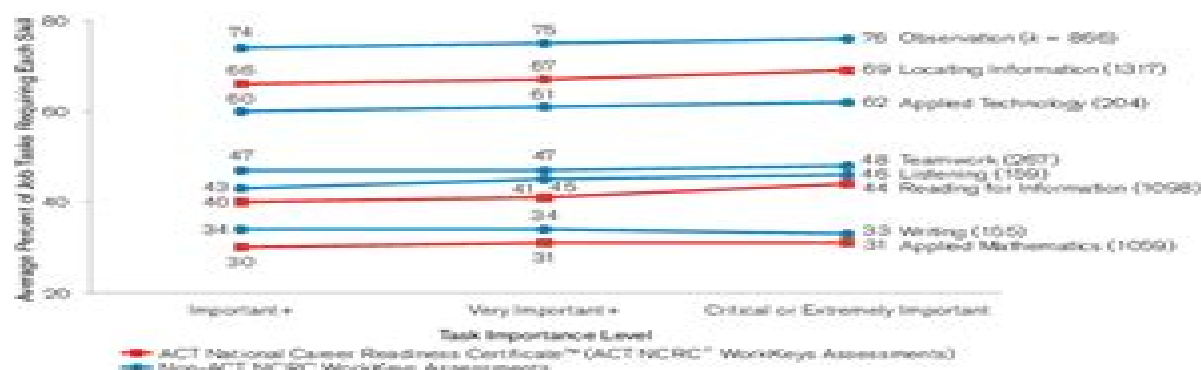


Figure 1. Average skill utilization across levels of task importance²

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