

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.

Alice M. Brawley is a PhD candidate in Industrial-Organizational Psychology at Clemson University. She interned at ACT during the summer of 2015.

Kama D. Dodge is an expert in employee selection and has worked in the industry for six years. She is a PhD candidate in Industrial-Organizational Psychology at the University of Akron.

Mary LeFebvre is a principal research scientist at ACT, specializing in workforce research, policy evaluation, and competency supply/demand analysis.

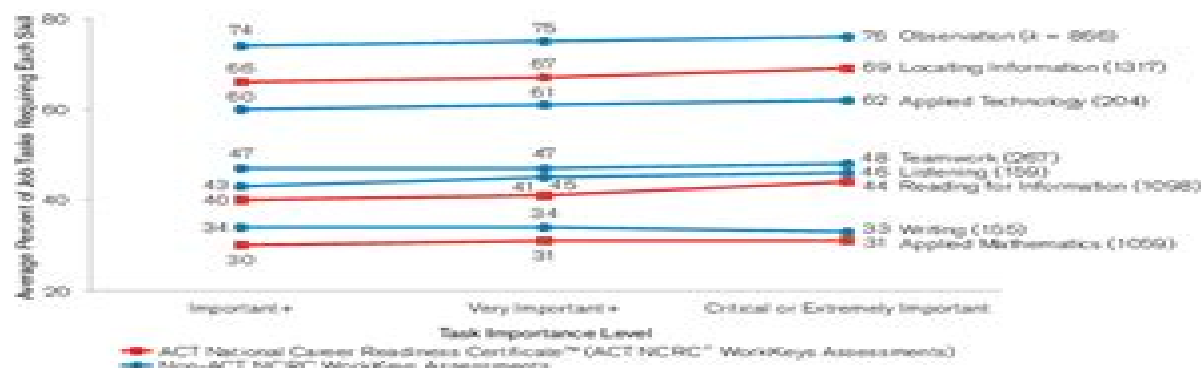


Figure 1. Average skill utilization across levels of task importance²

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Act Workkeys Study Guide

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