



TRI-VALLEY EDUCATIONAL COLLABORATIVE

EMPLOYABILITY CERTIFICATE

Is Awarded To

Student Name

In Recognition of Achieving Employment Literacy Standards
Through Performance in the Career Pathways Program at Livermore High School

Laurel Jones

Laurel Jones
Vice President of Academic Services
Las Positas College

Diane Centoni

Diane Centoni
Superintendent
Tri-Valley ROP

Kelly Bowers

Kelly Bowers
Asst. Superintendent, Education Services
Livermore Unified School District

Jim Caldwell

Jim Caldwell
Exec. Director, Workforce Incubator
Tri-Valley Business Council

See Level of Proficiency achieved on back

EMPLOYABILITY CERTIFICATION

SCANS SKILLS

(Secretary's Commission on Achieving Necessary Skills)

In 1990, the Secretary of Labor appointed a commission to identify the skills that American workers need for job success in a global market and to create a plan of action to make sure those skills are developed by all citizens. This document was intended to set the agenda for what students are taught in the nation's schools and how workers are trained and retrained for the high-skill, high-wage jobs of the future. Considering SCANS' roots in the Department of Labor and its prominence in the development of this field, it is logical to use it as an evaluation tool.

WORKPLACE COMPETENCIES

INTERPERSONAL SKILLS

Participates as a member of a team

Basic *Proficient* *Advanced*

Teaches others

Basic *Proficient* *Advanced*

Serves clients/customers

Basic *Proficient* *Advanced*

Exercises leadership

Basic *Proficient* *Advanced*

Negotiates

Basic *Proficient* *Advanced*

Works with diversity

Basic *Proficient* *Advanced*

PERSONAL QUALITIES

Responsibility

Basic *Proficient* *Advanced*

Self esteem

Basic *Proficient* *Advanced*

Social skills

Basic *Proficient* *Advanced*

Personal management skills

Basic *Proficient* *Advanced*

Integrity and honesty

Basic *Proficient* *Advanced*

Demonstrates work ethic

Basic *Proficient* *Advanced*

Instructor--Livermore High School

Date