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ACT National Career Readiness Certificate and Job Profiling

ACT National Career Readiness Certificate

The State of Arkansas has partnered with ACT to deliver the National Career Readiness Certificate (NCRC) to job seekers and companies. The NCRC is an evidence-based credential that certifies essential skills for workplace success. Job seekers earn a NCRC by completing assessments in Applied Math, Workplace Documents and Graphic Literacy. Based on the results of these assessments, they are awarded an NCRC at one of four levels: Bronze, Silver, Gold, or Platinum.

Job Profiling

While the NCRC is important in identifying an applicant's ability to utilize these skills, it is equally vital that employers understand which skills are necessary to adequately perform jobs at their respective facilities. **ACT Job Profiling is a process that matches required skills to job responsibilities.** Job Profiling produces a customized task list for a job and identifies the skills required for the position. This profiling process and the subsequent report allows the employer to match open positions with applicants that possess a corresponding NCRC. A company that has completed an ACT Job Profile for a position can, if they choose, require all candidates for that position to possess a corresponding NCRC. Another benefit of ACT Job Profiling is that information is presented in such a way that it may be utilized to create or update job descriptions and identify work processes for both new and existing positions. This can be of great value to companies opening new facilities and existing businesses adding new lines or looking to update or define job duties and expectations for current positions.

Where to get started

As of March 2023, 97,639 people in Arkansas have earned a NCRC. The NCRC is offered at all High Schools, Arkansas Workforce Centers, and many of our Community Colleges. The program represents a significant opportunity for employers to build a sustainable workforce. If this is a population of potential workers your company is interested in accessing, AEDC will assist manufacturers and distribution centers in utilizing this new resource. Our Existing Business team has licensed ACT Job Profilers on staff that are prepared to collaborate with you to see if Job Profiling is the right fit for your company.

For more information on NCRC, Job Profiling, contact:

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