



GOVERNOR'S COUNCIL FOR WORKFORCE  
AND ECONOMIC DEVELOPMENT

EDUCATION. ECONOMIC DEVELOPMENT. EMPLOYMENT.

900 N. Stiles Avenue . P.O. Box 26980 . Oklahoma City, OK 73126-0980 . 405-815-5278

Dear Oklahoma Employer:

The Oklahoma Career Readiness Certificate (OKCRC), an employability credential issued by the state of Oklahoma, is designed to help employers identify an individual's work-related skills. Recipients may earn a Platinum, Gold, Silver, or Bronze level certificate based on their achievement level. To earn this certificate, individuals complete skills testing in three specific areas via WorkKeys® assessments developed by the renowned testing company, ACT®. The WorkKeys evaluations are a system of "real world" assessments based on employer input and extensive research. The three areas assessed for the Career Readiness Certificate are *Reading for Information*, *Locating Information* and *Applied Mathematics*.

In April 2012, the Governor's Council for Workforce and Economic Development approved the addition of the ACT national RegiSTAR™ identification system on the OKCRC. The OKCRC with the national RegiSTAR number is recognized by industry associations including the National Association of Manufacturers, the National Center for Construction Education and Research, and the Center for Energy Workforce Development. Credentialed individuals may create an account at <http://www.myworkkeys.com> to create and share their Certificate electronically for free and allow employers to verify Certificate details.

Companies across the U.S. have embraced this assessment and credentialing process for hiring new employees, assessing current workers and increasing position responsibilities and salaries. Once a position is profiled for responsibilities and necessary skills, score levels are assigned based on actual skill requirements. Current workers or potential candidates can then be assessed utilizing that profile. More information is available on the Web at [www.okworkkeys.org](http://www.okworkkeys.org) and [www.workkeys.com](http://www.workkeys.com). A database of stock profiles showing needed skill levels for a variety of positions is also available.

I urge you to join the Oklahoma Career Readiness Employer Partners by adding your organization to those who actively participate in Oklahoma's Career Readiness Certificate. To learn how the Career Readiness Certificate can benefit your company, please contact Susan Kuzmic at (405) 312-0887 or [susan.kuzmic@careertech.ok.gov](mailto:susan.kuzmic@careertech.ok.gov).

Sincerely,

Steve Hendrickson, Chair  
Governor's Council for Workforce and Economic Development  
The Boeing Company