

## Employability Skills Assessments Crosswalk to CIMC Resources

0454 Workplace Readiness Skills				
CTTC Standard	CIMC Resource			
	HE103514 Career Orientation (Chapter)	BS100114 Career Success Skills (Chapter)	CS900316 Navigating Your Future (Chapter)	CS90512 Career Focus (Page)
<b>Duty A: Personal Qualities and People Skills</b>				
1	1, 5, 6	2, 4		
2	4, 6	4	11	
3	3, 4	2, 3, 4		22
4	4, 5	2, 3		
5	4, 5	3, 4	11	
6	4, 5	4	11	26
7	5			
<b>Duty B: Specialized Knowledge and Skills</b>				
1	1, 5	2		
2	6, 10			
3	4, 5	2, 4		
4	4	2		
5	1, 2		11	5
6	2	1		4, 6
7	4, 10	4		
8	4, 10			
9	3, 4			
<b>Duty C: Technological Knowledge and Skills</b>				
1	5, 8			
2	2, 3, 5, 8			
<b>Duty D: Public Knowledge and Skills</b>				
1			1	
2				

## 0455 Job Seeking and Retention Skills

CTTC Standard	CIMC Resource			
	Career Orientation (Chapter)	Career Success Skills (Chapter)	Navigating Your Future (Chapter)	Career Focus (Page)
<b>Duty A: Job Search</b>				
1	2			5
2	1, 3, 7			4
3	2, 3		1	4
4	1, 2, 3	1	1	4, 6, 13
5	1, 2, 3	1	1	17
6	2, 3	1	2	16
7	3, 8	1	1	
<b>Duty B: Resume/Cover Letter</b>				
1	3		3	
2	3		3	28
3	3, 5, 8	1	3	
4	3		3	
5	3	1		
<b>Duty C: Job Application</b>				
1	3		4	
2	3	1	4	
3			3	
<b>Duty D: Interviewing</b>				
1	3		6, 7	
2	3		5	
3	3		6	
4	3	1	8	
5	3		6	
6			9	
<b>Duty E: Job Retention</b>				
1	3, 4	1, 2		
2	4	4		
3	5	2		
4	4, 5	2, 4		
5	4	2		
6	2, 4, 6, 9	4		
7				