



**Task Title: Understanding Job Ads**

OALCF Cover Sheet – Practitioner Copy

**Learner Name:** \_\_\_\_\_

**Date Started:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

**Successful Completion:** Yes  No

**Goal Path:** Employment  Apprenticeship

Secondary School  Post Secondary  Independence

**Task Description:**

The learner will read one job posting on the Canada Job Bank website and learn how to find and interpret information.

**Main Competency/Task Group/Level Indicator**

- Find and Use Information/Read continuous text/A1.2
- Use Digital Technology/D.1

**Materials Required:**

- Pen/pencil and paper
- Computer or digital device

## Learner Information

When looking for a job, you may be searching an online database like the Canada Job Bank. In each job posting, there is information about many things related to that job.

## Learner Instructions

Go to the Canada Job Bank Job Search page:

<https://www.jobbank.gc.ca/jobsearch/>

Under "Location" enter your city or town and click "Search". This will give you a list of job postings in your area. Scroll through the first page of postings for your area and select one that interests you. Click on that job posting.

Work Sheet

**Task 1: What is the job title?**

Answer:

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**Task 2: What is the hourly wage range for this job?**

Answer:

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**Task 3: Is this job full-time or part-time?**

Answer:

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**Task 4: What is the start date for this job?**

Answer:

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**Task 5: What are three job tasks or responsibilities for this job?**

Answer:

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**Task 6: How would you apply for this job?**

Answer:

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## Answers

Answers will vary depending on the job that is selected.

### Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A1.2	scans text to locate information			
	locates multiple pieces of information in simple texts			
	follows the main events of descriptive, narrative and information texts			
	obtains information from detailed reading			
D.1	follows simple prompts			
	follows apparent steps to complete tasks			
	locates specific functions and information			
	requires support to identify sources to evaluate and integrate information			
	begins to perform simple searches (e.g. internet, software help menu)			

This task: Was successfully completed  Needs to be tried again

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Learner Comments:

Instructor (print):

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Learner (print):

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