

Task Title: Understanding Job Ads

# OALCF Cover Sheet – Practitioner Copy

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

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

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

|  |  |  |
| --- | --- | --- |
| **Goal Path:** | Employment | Apprenticeship |
| Secondary School | Post Secondary | Independence |

**Successful Completion:**  Yes No 

**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:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

Answer:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

# 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 

Learner Comments:

Instructor (print): Learner (print):

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**