

# NCRC National Career Readiness Certificate

The National Career Readiness Certificate shows employers that you have the “Real World Skills” needed for today’s workplace.

*Need to Pass Math or Reading Essential Skills to Graduate High School? Ask how NCRC can Help!*

*Earn 4 College credits through CCC!! Ask How!!*

Earn the certificate by passing three (3) assessments:

Reading, Math, & Locating Information

For more information on the NCRC go to [www.oregonworkready.com/certified-work-ready-communities](http://www.oregonworkready.com/certified-work-ready-communities)

## NCRC Assessment Locations

### Clackamas Community College, Oregon City Campus:

*Where:* 19600 Molalla Ave, Oregon City – Rook Hall, Room 136  
*Contact:* [testing@clackamas.edu](mailto:testing@clackamas.edu) – (503) 594-3283  
*When:* Monday through Friday, 8:00-2:00 *\*(starting no later than 2:00)\**

### WorkSource Clackamas:

*Where:* 506 High St, Oregon City  
*Contact:* (971) 673-6400, dial ext 22473 to register  
*When:* Check Calendar/Jobseeker Workshops at [www.worksourceoregon.org/home/worksourcecenters/238-oregon-city](http://www.worksourceoregon.org/home/worksourcecenters/238-oregon-city)

*Prove Your Skills & Stand Out from the Competition!*

### C-TEC Youth Services:

*Where:* Various Locations  
*Contact:* [mollya@clackamas.edu](mailto:mollya@clackamas.edu) – (503) 594-3964  
*When:* Check the Events Calendar at [www.c-tecyouthservices.org](http://www.c-tecyouthservices.org)

**YOU MUST BRING PICTURE ID & YOUR JOB SEEKER ID NUMBER IN ORDER TO TAKE THE ASSESSMENTS**



*\* See other side for directions on how to obtain a Job Seeker Number \**



## Getting a Job Seeker ID Number

In order to take the NCRC assessments you will need a Job Seeker ID Number.  
To obtain number, follow these easy steps from any computer with internet access:

1. Go to [www.imatchskills.org](http://www.imatchskills.org)
2. Click on the "Job Seekers Click Here" blue button  
(This will take you to the WorkSource Oregon Login page where you will create a WorkSource Oregon Account)
3. To Login:

### If you already Registered with WorkSource Oregon:

Enter your Username and Password and click "Submit"

(If you forgot your username and/or password, use the "Forgot your username or password?" link)

### If you have NOT Registered with WorkSource Oregon before:

Click the "Create your account" link, which is located under the login field

(You will be walked through the registration process)

4. Your Job Seeker ID Number will be in the top right hand corner of the page

**\*\*Remember to write down your Username & Password\*\***

## What are the assessments like?

You have 55 minutes for each assessment. They are online, so you'll be completing them on a computer. The assessment is about real-life work situations. Many of the questions ask you to take information provided and apply it to a specific situation. For the Applied Math assessment, you'll be given a calculator, scratch paper, pencil, and a list of math formulas that you might find helpful. You may take all three exams at once, or one at a time. It's up to you!

## Want to Prepare for NCRC?

Login to your personal Worksource Oregon account:  
click on "Work-Related Skills Review and Free Online Lessons"  
(located under the "Resources & Services" heading in the right hand column)

- ◆ This link will take you to another website (WIN), where you will be able to take the practice assessments for:

Reading for Information – Applied Mathematics – Locating Information

- ◆ Each practice assessment takes roughly 5-15 minutes to complete and has 10 questions per level.
- ◆ Score 8 out of 10 questions correctly to advance to the next level.
- ◆ \*Always click the "Quit" button in the bottom right to save your progress\*
- ◆ Score at least a 3 on all practice assessments and you will be ready to take the National Career Readiness Certificate Assessment.

## Want to EARN College Credit for completing NCRC?

Score at least a 5 on all three exams and you may be able to get 4 college credits through Clackamas Community College for earning the NCRC!! Ask for more information on how to apply for college credit.