



Task Title: Employment Related Lists

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: Find information and create lists related to a job search.

Main Competency/Task Group/Level Indicator

- Find and Use Information/Interpret documents/A2.2
- Communicate Ideas and Information/Write continuous text/B2.1

Materials Required:

- Pen/pencil and paper
- Computer or digital device

Task Title: EmploymentRelatedLists_E_ A2.2_B2.1

Learner Information

You will have to complete many lists when doing a job search and comparing different jobs.

Learner Instructions

Go to the web address for cashiers on the Canada Job Bank:
<https://www.jobbank.gc.ca/marketreport/skills/24143/ON>.

Work Sheet

Task 1: Locate and list three important skills for cashiers.

Answer:

Task 2: Locate and list three important personal attributes for cashiers.

Answer:

Task 3: List any personal attributes or skills for cashiers that you have.

Answer:

Answers

Task 1: Locate and list three important skills for cashiers.

Answers may change if this page is updated. Only 3 skills are required. As of December 2024, the top skills for cashiers include

- oral communication
- social perceptiveness
- numeracy
- management of personnel resources

Task 2: Locate and list three important personal attributes for cashiers.

Answers may change if this page is updated. Only 3 attributes are required. As of December 2024, the top personal attributes for cashiers include

- attention to detail
- social orientation
- independence
- concern for others
- collaboration
- adaptability

Task 3: List any personal attributes or skills for cashiers that you have.

Answers will vary for each learner.

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	extracts information from tables and forms			
	uses layout to locate information			
	makes low-level inferences			
B2.1	writes simple texts to request, remind or inform			
	conveys simple ideas and factual information			
	uses highly familiar vocabulary			

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print):

Learner (print):
