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Skills
Development
Scotland



Certificate of Work Readiness Employers' Guide

Sign up today and make
young people your business



Make young people your business

The Certificate of Work Readiness is a qualification designed to meet the needs of employers looking to recruit new talent into their business.

A certified SQA qualification, the Certificate makes recruitment easier as employers can tell at a glance from a CV or job application that the candidate is work-ready.

Young people who achieve the award have proven they are ready for work. They will be able to evidence valuable work experience and show that they can turn up on time, work with others and have the right attitude.

Key points

- the Certificate is for young people with a positive attitude to work but who need to develop extra skills to help them get and keep a job
- a core part of the Certificate is work experience and employer assessment – we will work with you to find the young person that's right for your business
- the Certificate takes around 10 weeks to complete and includes a minimum of 190 hours work experience
- you will endorse the performance of the young person and decide if they are work-ready

- a training provider will be on hand to minimise the time you need to spend on the process
- a training allowance or Education Maintenance Allowance may be available to the young person as payment.

Find out more at ourskillsforce.co.uk or call:

0800 783 6000

"Kyle showed a lot of initiative from the outset and we were delighted to be able to offer him a job. It has worked out well for him and for us. We would be happy to give more young people the opportunity of work experience thanks to our experience with Kyle."

Novotel Maintenance Manager
David Hacking.



The Certificate of Work Readiness is a great example of the help available to employers interested in providing opportunities for young people. Find out more at [ourskillsforce.co.uk](https://www.ourskillsforce.co.uk)



“She was absolutely brilliant and I realised very quickly that she was keen, engaged and wanted to learn. When one of our dental nurses went on maternity leave, I was delighted to be able to offer the job to Chantelle.”

**George Square Dental Practice
Manager Gillian Primrose.**



“The employer assessment makes the Certificate of Work Readiness more credible. It is important to support and encourage young people but it is not always easy to find job candidates who are hungry for work. Aaron has been great – he is very motivated and works hard.”

**Edmundson Electrical Manager
Neil Osborne.**

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