

Name

Date

Skills Health Check – Your full report

Welcome to your Skills Health Check Report. Your report gives you feedback on the different questionnaires, together with some other useful information (including a section with job family suggestions).

Your completed assessments are:

**Skill Areas  
Interests  
Personal Style  
Motivation  
Working with numbers  
Working with written information  
Checking information  
Solving mechanical problems  
Working with shapes  
Solving abstract problems**

After reading your report you may want some further support or careers and skills advice.

Please telephone 0800 100 900 (8am to 8pm Monday to Friday, and 10am to 5pm Saturday) to speak to an adviser or explore the different ways to [contact an adviser.](https://nationalcareersservice.direct.gov.uk/speak-to-an-adviser)

**Your results – Skill Areas**

The Skill Areas questionnaire measures nine ‘Skill Areas’ or types of activities you feel that you are able to do. Each area is related to the world of work. Each area has specific relevance to the workplace.

Your results are listed from the Skill Areas you feel you are **most able** to do, through to the Skill Areas you feel you do **less well**. This means you may find a Skill Area towards the end of the list that you feel you are fairly able to do, because there are many other areas you feel you are **more** able to do.

There are some suggestions for those skills areas that you feel **most** able to do to help you when applying for jobs.

To help you develop the skills that you feel are less strong, there are some activity suggestions if you want to improve them.

Sometimes no extra information will appear. This means that your view of your abilities seems to be evenly balanced.

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| **1** | **Skill Name**  Skill definition |

No single area has emerged as a clear strength for you. Instead your profile is closely balanced across a number of areas and you may wish to discuss this further with a qualified careers adviser.

*Your strengths*

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| **Skill Name** |
| Skill name is a skill area that you feel you are most able to do. This is about being able to skill description |

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| Strength |

Your profile does not contain any clear development areas. Instead your profile is closely balanced across a number of areas and you may wish to discuss this further with a qualified careers adviser.

*Your areas for development*

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| **Skill Name** |
| Skill name is a skill area that you feel you can do less well. This is about being able to skill description  If you would like to improve this skill, the following development suggestions might be useful.  **Development Suggestions**  Development suggesstion one  Development suggestion two |

**Your results – Interest**

Doing what you are interested in can be very important for job satisfaction.

The Interest questionnaire measures eleven Interest Areas to help you find out which types of work activity appeal to you most.

The profile below shows how appealing you find each of the eleven Interest Areas. You will also see ‘related job families’ which you can explore to find jobs that appeal to you.

Remember that interests can and do change with time.

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| **Strength of Interest** | **Interest Area** | **Interest Area Definition** | **Related Job Families** |
| **Very interested in:** | **Interest Area** | Interest area definition | Job families |

\*These areas in particular normally require further qualifications  
  
Think about how you could combine your interests to find work areas that you would be interested in.

To find out more about the job families that appear above, please click [here.](https://nationalcareersservice.direct.gov.uk/job-profiles/home/)

**Your results - Personal style and your approach to looking for a job**

Your personal style may affect the way that you look for work and how you explore your job options.

Some aspects of looking for a job may be well matched to your personal style.

Other aspects of looking for a job may not be such a good match, and you may tend to avoid or put them off.

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| **What comes most naturally to you when looking for a job** |
| You are more likely to do the things that come most naturally. Make the most of this and focus on using these qualities when you are looking for a job.   * Item |

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| **What comes less naturally to you when looking for a job** |
| Some of these things may not come so naturally to you. However, you can work around these and make sure that they do not hold you back when you are looking for a job. Some ideas for how to do this are shown below.   * Challenge   **TIP:** tip |

**Your results - Motivations**

This section looks at seven areas of ‘Motivation’. These describe the kinds of work environment that are most important to you. The more you are motivated by your work environment the more job satisfaction you are likely to have.

Your motivations are listed in the chart below. Number one in the chart is the most important to you, then number two and so on. A satisfying environment for you might require a combination of characteristics rather than just one.

Remember that motivations do sometimes change with time.

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|  | **Less Motivating** |  | **Very Motivating** |  |

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|  |  |  |  |  |  |  |  |  |  | **Name**  Definition goes here. |
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**Your results - Working with numbers**

Numerical assessments can be used to measure how well you might perform in a job where working with numbers is important. There are often time limits with these sorts of assessments.

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| **How you approached the questions** | |
| **Timing**  The working with numbers activity typically takes **15 minutes** – as long as there were no distractions or interruptions. | You felt that it took you less than 12 minutesbetween 12 and 18 minutesbetween 18 and 25 minutes25 minutes or more to complete.This suggests that you would find completing a numerical assessment against a time limit a comfortable experience.a challenging experience where you may have to push yourself to work more quickly. |
| **Number of questions attempted** | You answered **10** of the possible **10** questions. This means that you were cautious in approaching questions.fairly willing to try answering questions.very willing to try answering questions. |
| **Number of correct answers** | Out of the **10** questions answered**,** you got **10** correct. This means you had a lowmoderatehighvery highlevel of accuracy. |
| **How you found the activity** | You felt that this activity was easier than you expected.as easy or as hard as you expected.harder than you expected. Remember how you found this assessment when it comes to applying for a job that involves working with numbers. |

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| **Your potential** |
| In order to give you the best idea of how you did, we have compared your results to the results of other people who have completed this assessment. Please note all results are anonymous and no one can identify you.  This comparison shows that **working with numbers is an area of particular strength for youyou have a reasonable capability in working with numbersworking with numbers is a weaker area for you.**  This type of assessment may not have been a familiar one and you may have found parts of it difficult to complete. At the end of the report, we include some ideas on how to improve.However, you did take a more cautious approach, skipping a number of questions, some of which you might have got right as you were quite accurate.You attempted the majority of the questions, so might want to consider whether you gave all of them enough attention.  However, you should also remember that you felt the task took you longer to complete than the suggested 15 minutes. Consider how you might do if you had to complete a similar assessment within an exact time limit. |

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| **Job families linked to working with numbers** |
| * **Environmental Sciences** * **Financial Services** * **Management and Planning** * **Medical Technology** * **Science and Research**   Some jobs might require you to do a ‘numbers test’ so bear in mind you want to find a good balance between working quickly on the one hand and accurately on the other.  Remember that jobs can be different from employer to employer, and you may want to discuss this with a careers adviser. |

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| **Development Tips** |
| If the report showed that working with numbers is not currently a strong skill, it’s always possible to improve. Here are some ways to practice:   * + Work out your household budget   + Compare transport options for a trip   + Number puzzles   + Read the money pages in newspapers   + Look at some survey results in newspapers |

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| **Your results - Working with written information**  ‘Verbal’ assessments can be used to measure how well you might perform in a job where working with written information is important. There are often time limits with these sorts of assessments. |

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| **How you approached the questions** | |
| **Timing**  The working with written information activity typically takes **15 minutes** – as long as there were no distractions or interruptions. | You felt that it took you less than 12 minutesbetween 12 and 18 minutesbetween 18 and 25 minutes25 minutes or more to complete.This suggests that you would find completing a verbal assessment against a time limit a comfortable experiencea challenging experience where you may have to push yourself to work more quickly. |
| **Number of questions attempted** | You answered **<Number of Questions Attempted>** of the possible **<Total Number of Questions>** questions. This means that you were cautious in approaching questionsfairly willing to try answering questionsvery willing to try answering questions. |
| **Number of correct answers** | Out of the **<Number of Questions Attempted>** questions answered**,** you got **<Number of Questions Correct>** correct. This means you had a lowmoderatehighvery high level of accuracy. |
| **How you found the activity** | You felt that this activity was easier than you expectedas easy or as hard as you expectedharder than you expected. Remember how you found this assessment when it comes to applying for a job that involves working with written information. |

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| **Your potential** |
| In order to give you the best idea of how you did, we have compared your results to the results of other people who have completed this assessment. Please note all results are anonymous and no one can identify you.  This comparison shows that working with written information is **an area of particular strength for you.you have a reasonable capability in working with written information.working with written information is a weaker area for you.**  This type of assessment may not have been a familiar one and you may have found parts of it difficult to complete. At the end of the report, we include some ideas on how to improve.  However, you did take a more cautious approach, skipping a number of questions, some of which you might have got right as you were quite accurate.  You attempted the majority of the questions, so you might want to consider whether you gave all of them enough attention.  However, you should also remember that you felt the task took you longer to complete than the suggested 15 minutes. Consider how you might do if you had to complete a similar assessment within an exact time limit. |

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| **Job families linked to working with written information** |
| * **Legal Services** * **Marketing, Selling & Advertising** * **Publishing & Journalism** * **Education and Training** * **Performing Arts, Broadcast and Media** * **Social Services**   Some jobs might require you to do a ‘verbal test’ so bear in mind you want to find a good balance between working quickly on the one hand and accurately on the other. |

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| **Development Tips** |
| If the report showed that working with written information is not currently a strong skill, it’s always possible to improve. Here are some ways to practice:   * + Read more – of anything   + Explain to others what you have read   + Try problem solving word puzzles such as crosswords |

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| **Your results – Checking information activity**  Typical tasks involving this ability include sending out communications (letters or emails), inputting into information systems, checking addresses or signatures as part of a transaction, and proof-reading documents. |

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| **How you approached the questions** | |
| **Timing**  The checking information activity typically takes **8 minutes** – as long as there were no distractions or interruptions. | You chose to explore this activity without timing yourself. You may want to think about how comfortable you would feel checking information under time pressure, which can be a feature of some roles.You felt that it took you less than 6 minutesbetween 6 and 9 minutesbetween 9 and 15 minutes15 minutes or moreto complete.This suggests that you would find checking information quickly a comfortable experience. a challenging experience where you may have to push yourself to work faster. |
| **Number of questions correct** | Overall you checked **10** rowscorrectly.This means you spotted noneonly somea large amountalmost all of the mistakes. The more mistakes you spotted the more likely it is that checking information is something you are comfortable with handling.  The material to be checked included abstract codes, some simple numbers, financial figures, and some information given in two different formats.  You spotted mistakes most accurately when they happened to simple numbers.financial figures.abstract codes.information that changed format. This means that you may be more comfortable with checking this kind of information.  You spotted mistakes accurately when they happened to numbers both simple and financial.codes and simple numbers.information about amounts, like amounts of people and weeks.complex information like codes and financial figures.figures and information that changed format.abstract information and information that changed format.This means that you may get on well with tasks involving these kinds of activities.  You did well spotting mistakes across the different types of information. This means that you are likely to get on well with a wide range of checking activities.  One thing to know is that you missed a few more mistakes when they happened in simple numbers.financial figures.abstract codes.information that changed format. This might just be by chance but it’s worth thinking about whether you felt these were too obvious to spend time checking.harder work to check.  One thing to know is that you missed a few more mistakes when they happened in numbers both simple and financial.codes and simple numbers.information about amounts, like amounts of people and weeks.complex information like codes and financial figures.figures and information that changed format.abstract information and information that changed format. This might just be by chance but it’s worth thinking about whether you felt these were more boring or challenging for you to do. |
| **How you found the activity** | You felt that this activity was easier than you expectedas easy or as hard as you expectedharder than you expected. Bear in mind how you found this activity when considering a job that involves these types of tasks.  You felt that this activity was very enjoyable slightly enjoyablenot at all enjoyable. How much you enjoyed this activity can suggest how much you may enjoy a job that involves these types of tasks. |

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| **Job families linked to checking information** |
| * **Sport, Leisure and Tourism** * **Storage, Dispatching and Delivery** * **Administrative and Clerical** * **Catering Services** * **Retail Sales and Customer Service**   Remember that jobs can be different from employer to employer, and you may want to discuss this with a careers adviser. |

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| **Your results – Solving mechanical problems**  This activity looked at the ability to understand and use the principles of basic mechanics. Typical tasks involving this ability include assembly, maintenance and repair of different types of equipment. |

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| **How you approached the questions** | |
| **Timing**  The solving mechanical problems activity typically takes **6 minutes** – as long as there were no distractions or interruptions. | You chose to explore this activity without timing yourself. Think about whether you would feel comfortable completing activities requiring mechanical reasoning under time pressure.You felt that it took you less than 5 minutesbetween 5 and 7 minutesbetween 7 and 10 minutes10 minutes or more to complete.This suggests that you would find completing mechanical tasks quickly a comfortable experience.a challenging experience where you may have to push yourself to work faster. |
| **Number of questions attempted** | You answered **11** of the possible **11** questions. This means that you were cautious in approaching questionsfairly willing to try answering questionsvery willing to try answering questions. |
| **Number of questions correct** | Overall you answered **11** questionscorrectly.This means you got nofewsomemost questions right. The more questions you got right the more likely it is that mechanical reasoning will be a strength for you.  Just looking at the questions you did complete, you had a lowmoderatehighvery high level of accuracy in answering mechanical questions.  The mechanical activity included three different types of questions, relating to applying physical principles, the movement of objects and structure and weights.  You did best with questions related to applying physical principlesthe movement of objectsstructure and weights.This means that you may get on well with tasks involving these kinds of activities.  You did best with questions related to applying physical principles and the movement of objectsapplying physical principles and structure and weightsthe movement of objects and structure and weights.This means that you may get on well with tasks involving these kinds of activities.  You did well with all of these three different types of questions. This means that you are likely to get on well with a wide range of mechanical activities. |
| **How you found the activity** | You felt that this activity was easier than you expectedas easy or as hard as you expectedharder than you expected. Remember how you found this activity when considering a job that involves these types of tasks.  You felt that this activity was very enjoyableslightly enjoyablenot at all enjoyable. Enjoying this activity can suggest how much you may enjoy a job that involves these types of tasks. |

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| **Job families linked to solving mechanical problems** |
| * **Construction** * **Maintenance, Service and Repair** * **Manufacturing and Engineering** * **Transport**   Remember that jobs can be different from employer to employer, and you may want to discuss this with a careers adviser. |

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| **Your results – Working with shapes**  Typical tasks involving working with shapes include understanding site plans or maps, manufacturing, design and assembly work, from bricklaying and pattern cutting to architecture and fashion design. |

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| **How you approached the questions** | |
| **Timing**  The working with shapes activity typically takes **6 minutes** – as long as there were no distractions or interruptions. | You chose to explore this activity without timing yourself. You may want to think about how comfortable you would feel working with shapes under time pressure.You felt that it took you less than 5 minutesbetween 5 and 7 minutesbetween 7 and 10 minutes10 minutes or more to complete.This suggests that you would find working with shapes quickly a comfortable experience.a challenging experience where you may have to push yourself to work faster. |
| **Number of questions attempted** | You answered **14** of the possible **14** questions. This means that you were cautious in approaching questionsfairly willing to try answering questionsvery willing to try answering questions. |
| **Number of questions correct** | Overall you answered **12** questionscorrectly.This means you got nofewsomemost questions right. The more questions you got right the more likely it is that working with shapes will be a strength for you.  Just looking at the questions you did complete, you had a lowmoderatehighvery highlevel of accuracy. |
| **How you found the activity** | You felt that this activity was easier than you expectedas easy or as hard as you expectedharder than you expected. Remember how you found this activity when considering a job that involves these types of tasks.  You felt that this activity was very enjoyableslightly enjoyablenot at all enjoyable. Enjoying this activity can suggest how much you may enjoy a job that involves these types of tasks. |

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| **Job families linked to working with shapes** |
| * **Construction** * **Arts, Crafts and Design** * **Animals Plants and Land**   Remember that jobs can be different from employer to employer, and you may want to discuss this with a careers adviser. |

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| **Your results – Solving abstract problems**  Solving abstract problems is particularly useful for jobs which require flexible thinking, problem solving and developing solutions from new information. |

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| **How you approached the questions** | |
| **Timing**  The solving abstract problems activity typically takes **15 minutes** – as long as there were no distractions or interruptions. | You chose to explore this activity without timing yourself. You may want to think about how comfortable you would feel solving abstract problems under time pressure.You felt that it took you less than 12 minutesbetween 12 and 18 minutesbetween 18 and 25 minutes25 minutes or moreto complete.This suggests that you would find solving abstract problems quickly a comfortable experiencea challenging experience where you may have to push yourself to work faster. |
| **Number of questions attempted** | You answered **16** of the possible **16** questions. This means that you were cautious in approaching questionsfairly willing to try answering questionsvery willing to try answering questions. |
| **Number of questions correct** | Overall you answered **14** questionscorrectly.This means you got nofewsomemost questions right. The more questions you got right the more likely it is that solving abstract problems will be a strength for you.  Just looking at the questions you did complete, you had a lowmoderatehighvery highlevel of accuracy in solving abstract problems.  There were four types of rules behind the problems. They were to do with how the different parts of a picture changed from one box to the next. They were:   * Reflections, where parts “flipped” as if seen through a mirror * Rotations, where the parts revolved together * Movements, where parts moved around the picture * Repetitions.   You did best at identifying the sequences when the rules were around rotationreflectionmovementrepetition.You did best at identifying the sequences when the rules were around rotation and movementmovement and repetitionreflection and movementreflection and repetitionreflection and rotationrotation and repetition.You did best at identifying the sequences when the rules were around rotation, movement and repetitionreflection, movement and repetitionreflection, rotation and movementreflection, rotation and repetition. You did well at identifying all these types of sequence rules. |
| **How you found the activity** | You felt that this activity was easier than you expectedas easy or as hard as you expectedharder than you expected. Remember how you found this activity when considering a job that involves these types of tasks.  You felt that this activity was very enjoyableslightly enjoyablenot at all enjoyable. Enjoying this activity can suggest how much you may enjoy a job that involves these types of tasks. |

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| **Job families linked to solving abstract problems** |
| * **Information Technology and Information Management** * **Medicine and Nursing** * **Science and Research**   Remember that jobs can be different from employer to employer, and you may want to discuss this with a careers adviser. |

**Job Suggestions**

Based on how you answered the skills areas questionnaire, we can suggest some job families that may be a good match for you.

This section is broken down into three areas. Each section presents a **job family** that may be a good match for you.

Based on how you answered the skills areas questionnaire, we can suggest some job families that may be a good match for you. As your responses to the Interests questionnaire did not reveal any specific interests at the moment, this section will just focus on your skills areas.

This section is broken down into three areas. Each section presents a **job family** that may be a good match for you.

Based on how you answered the skills areas questionnaire, we can suggest some job families that may be a good match for you.

This section is broken down into three areas. Each section presents a **job family** that may be a good match for you. In your case the first two families also appear to be types of work that you are test interested in according to your responses to the interests questionnaire, so these may be particularly useful to look at.

We want to highlight some possible job families that are the best match between your skills and your interests.

The first section focuses just on your skills areas questionnaire, and shows **two job families** that may be a good match.

The second section brings in your interest areas as well as your skills areas. It highlights **up to two further job families** that may be a good match for you.

**Job suggestions – best match for your skills**

**Job Family 1**

Based on how you answered the skills areas questionnaire, this job family may be a good match for you. Job Family 1 jobs typically involve <Job Family 1 Key Skills Statement 1>, <Job Family 1 Key Skills Statement 2>, and <Job Family 1 Key Skills Statement 3>.

The interests questionnaire also told us that the Job Family 1 job family is one that you are band interested in.

Task

**Other job families you may be interested in**

**Job Family 3**

Based on how you answered the interests and skills areas questionnaires, this job family may be a good match for you. <Job Family 3> jobs typically involve <Job Family 3 Key Skills Statement 1>, <Job Family3 Key Skills Statement 2>, and <Job Family 3 Key Skills Statement 3>.

Task

**Job family suggestions**

**Job Family 1**

Based on how you answered the skills areas questionnaire, this job family may be a good match for you. <Job Family 1> jobs typically involve <Job Family 1 Key Skills Statement 1>, <Job Family 1 Key Skills Statement 2>, and <Job Family 1 Key Skills Statement 3>.

Task

**Your next steps**

The job families listed above are just a starting point.

To explore the jobs that you would find within the job families go to the National Careers Service website which is a good place to start for more information and for the full job catalogue.

<https://nationalcareersservice.direct.gov.uk/job-profiles/home/>

You can also find out more from:

* Reference materials in libraries or your careers service
* Looking at other information on the internet
* Talking to someone who works in the area that interests you
* Professional bodies and associations
* Job shadowing to see how the job is done in a real workplace.

After seeing which jobs interest you the most, think about any specific issues which could make a job more or less suitable for you (e.g. any health issues you may have, the hours you would be required to work, the location of work).

Next, look at possible employers, possibilities for further training and job opportunities in your area.

We hope you are finding the Skills Health Check Tools useful!

**What next?**

The feedback in this report covers all the assessments you have finished so far. These are shown in the table below.

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| **Skill areas** | ✔ |
| **Interests** | ✔ |
| **Personal style** | ✔ |
| **Motivation** | ✔ |
| **Working with numbers** | ✔ |
| **Working with written information** | ✔ |
| **Checking information activity** | ✔ |
| **Solving mechanical problems** | ✔ |
| **Working with shapes** | ✔ |
| **Solving abstract problems** | ✔ |

You might be interested in completing some more question sets. If you do this, you can then get a fresh report with information about that question set.

If you have created an account, you can save your progress and return to complete or download your assessments at any time. Whenever you log in to your account you can find your report, and if you complete more question sets they will be added to this report.

**Next steps after your Skills Health Check**

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| Now you've completed your Skills Health Check we hope you have clearer idea of what your strengths are. This can help you to choose jobs in which you can make the most of these strengths.    You might also have identified skills you need to work on. This is especially relevant if the jobs you want to get into need these skills.    For further support with planning your next steps or advice on careers and skills, call 0800 100 900 (8am to 8pm Monday to Friday, and 10am to 5pm Saturday) to speak to an adviser. Visit our website to explore the different ways to [contact an adviser.](https://nationalcareersservice.direct.gov.uk/speak-to-an-adviser) |

**More advice from the National Careers Service**

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| Visit the [National Careers Service website](https://nationalcareersservice.direct.gov.uk/) for more information and advice on which skills and qualifications you need to get into over 800 different jobs, search for courses and find out more about how to contact an adviser. |