

## B-07: JOFI Employability Certificate

Finding and selecting high-quality candidates for your organization is always a challenge.

What counts as a qualified applicant and how can you identify high-quality hires? Talent acquisition professionals typically consider, at a minimum, criteria such as experience, required licenses, degrees or other credentials.

JOFI Assessments reliably measure foundational skills, including thinking skills, personality traits and career interests. These skills are hard to measure and not well captured by typical experience or credentialing requirements. But these foundational skills are measurably related to job performance and predict important workplace outcomes.

JOFI Assessments measure these skills and The JOFI Employability Certificate is a valid attestation that a candidate’s foundational skills align with the requirements of the job they have applied for. Taken together with your occupational credential or experience requirements, JOFI Employability certificates support quality applicants or referrals.

### Predictive Validity

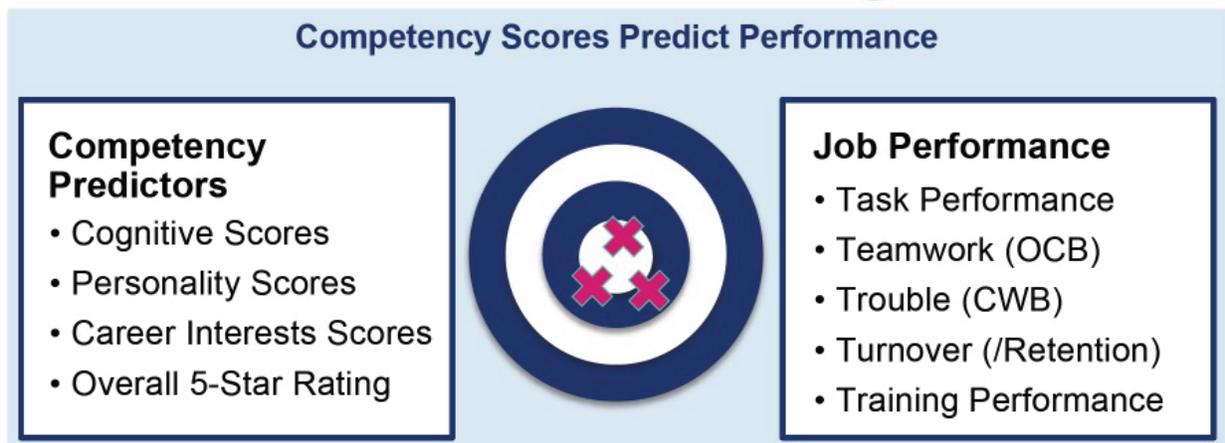


Figure 1: Predictive validity – scores and outcomes

When professionals talk about the “validity” of a test, they mean that the test measures what it is supposed to measure. “Predictive validity” means that the test predicts later performance on a related criterion, like the five measures of job performance mentioned here.

JOFI assessments measure cognitive, personality and career interests scores and these scores predict outcomes for higher task performance, better teamwork, less trouble, and less turnover, and better training performance.

Furthermore, JOFI Assessments have been designed to accurately predict job performance and to reduce bias and noise in the selection process.

The JOFI score system combines the most relevant measures and expresses an overall employability score with a Five-star rating. The star rating indicates a job seeker's overall fit for a specific occupation contained in the Dept. of Labor's O\*NET, the world's largest jobs database. One-star is a poor fit and five-stars is an excellent fit.

The screenshot shows a digital certificate for Jimmy Guest. At the top left is the JOFI logo. The title 'EMPLOYABILITY CERTIFICATE' is in the top right. The name 'Jimmy Guest' is prominently displayed. Below the name, a '5-Star Score' is shown with five blue stars and the text '4 of 5 stars'. The occupation is listed as 'JOFI-174 Architecture and Engineering Zone 4 17-2051.00 Civil Engineers' with the date 'March 20, 2024'. To the right, two profiles are shown: 'JOFI Career Interests Profile' with 'Artistic (Creators)', 'Social (Helpers)', and 'Investigative (Thinkers)'; and 'JOFI Personality Traits Profile' with 'Analytical', 'Balanced', 'Principled', 'Responsible', and 'Ambitious'. A paragraph of text explains that JOFI assessments measure foundational skills and career interests, which are predictive of job performance outcomes like task performance, teamwork, and retention. Below this, there are links for 'www.JobFitScore.com', 'www.CareerNavigation.org', and 'Copyright © 2022 Metrics Reporting, Inc.'. A 'METRICS REPORTING' logo is also present. At the bottom, there are sections for 'Send a link to this Certificate' (with an email field and 'Send via Email' button), 'Share on Social Media' (with 'Add to Profile' and 'Share on Twitter' buttons), and 'Download' (with a 'Generate PDF' button). A 'Predictive Validity Information for Employers' section explains the five-star rating system. A 'More Information' section provides a link to 'Learn more about JOFI Predictive Validity (PDF)' and a link to 'JobFitScore.com'.

Figure 2: On-line version of the JOFI Employability Certificate

Employers can determine what O\*NET code best suits the role they are seeking to fill by consulting [www.onetonline.org](http://www.onetonline.org) and searching for their job title in the upper right of the page.

The screenshot shows the O\*NET OnLine website. The logo 'o-net' and 'O\*NET OnLine' are on the left. On the right, there is an 'Occupation keyword search' box with a search icon, the text 'electrician', and a 'Go' button. Below the search box is a navigation menu with items: 'Help', 'Find Occupations', 'Advanced Searches', 'O\*NET Data', 'Crosswalks', 'Share', and 'Sites'.

Figure 3: O\*NET OnLine

The individual's top three career interests and top five personality traits are also displayed. These skills and interests align with the occupations and job assignments that are an optimal fit for this individual.

The career interests profile defines what an individual likes to do at work. Jobs and work assignments that align with work preferences are interesting and engaging for a person.

The personality traits profile is a summary of how a person tends to act naturally. Work tasks that need these strengths will tend to feel natural or easy for an individual.

To be most effective a talent acquisition professional or recruiter needs to know the ONET code that best represents the role they are seeking to fill. From applicants, you want to see an Employability Certificate for that code.

The online version of the JOFI employability certificate includes links for job seekers to post these certificates on social media or send them via email. There is also a brief description for employers about the validity of the JOFI employability certificate and our contact information.

**JOFI**<sup>®</sup> JOFI Assessments Customers About Us Publications Videos Training

## JOFI ASSESSMENTS TRAINING AND CERTIFICATION

The JOFI team provides training sessions open to all JOFI customers. JOFI Assessments training is delivered virtually through a four-session training series:

[Click here to register for a JOFI Training Session.](#)

[Click here to request a JOFI Certification Session.](#)

**Module 1 - JOFI Assessment Management System (JAMS) Quick Start Training**  
*Basic training for sending JOFI assessment invitations, viewing assessment results, and editing test taker records.*

**Module 2a - JOFI Essentials for Skills-Based Hiring**  
*Looks at JOFI assessments from the perspective of Talent Acquisition tasks and focuses on how to interpret the Scorecard.*

**Module 2b - JOFI Essentials for Career Navigation**  
*Looks at JOFI assessments from the perspective of Career Navigation tasks and focuses on the Job Fit Report, CareerNavigation.org, and JOFI Employability certificates.*

**Module 3 - JOFI Job Fit Theory and Advanced Score Interpretation**  
*Background on the theory behind each of the JOFI assessments and the idea of Job Fit.*

**JOFI User Certification**  
[Click here to learn more about becoming JOFI certified.](#)  
To schedule a certification review with our product manager, please email [James@jofiscore.com](mailto:James@jofiscore.com).

Figure 4: [www.jobfitscore.com](http://www.jobfitscore.com) training page

We offer a training module that explain the theory behind JOFI assessments and score interpretation.

Go to [www.jobfitscore.com](http://www.jobfitscore.com), select the training tab, and register for a date and time to attend Module 3.

JOFI employability certificates are a valid and reliable way to indicate high quality candidates for your organization. To learn more, contact us at [support@jofiscore.com](mailto:support@jofiscore.com)