

ACT[®] **WorkKeys**[®]
NCRC[®]



ACT certifies that

AHMAD ABBOUD

has earned the ACT WorkKeys National Career Readiness Certificate™ at the **Bronze level**.

Registered Certificate # JG2N569XSFGC
Issue Date: 6/1/18

The ACT WorkKeys National Career Readiness Certificate™ (ACT WorkKeys NCR) is an assessment-based credential of widely applicable foundational employability skills. Individuals demonstrate skill mastery through their assessment scores. When individual skills are aligned to the skills needed for a job, workers tend to learn job-related tasks more quickly, benefit from on-the-job training, and obtain new knowledge and skills.

The certificate holder has earned a **Bronze ACT WorkKeys NCR**. The certificate holder's Level Score on each individual assessment is provided below. The type of skills measured by each assessment are described at right.

AHMAD ABOUD	
ACT WorkKeys Applied Math	3
ACT WorkKeys Graphic Literacy	3
ACT WorkKeys Workplace Documents	3

ACT WorkKeys Applied Math
Level Score 3

You scored at Level 3. People who score at Level 3 have demonstrated the skills to translate word problems into mathematical expressions to

- Solve problems that require one type of mathematical operation. They add or subtract either positive or negative numbers (such as 10 or -2). They multiply or divide using only positive numbers (such as 10).
- Convert a familiar fraction (such as $\frac{1}{4}$ or $\frac{1}{2}$ to a decimal) and convert from a decimal to a common fraction. OR convert between decimals to percentages (such as 0.75 to 75%).
- Convert between familiar units of money and time (such as one hour equals 60 minutes or $\frac{1}{4}$ of a dollar equals \$0.50)
- Add the prices of several products together to find the total, and calculate the correct change for a customer.

ACT WorkKeys Graphic Literacy
Level Score 3

You scored at Level 3. People who score at Level 3, using graphics designed at the basic and low-moderate levels, have demonstrated the following skills:

- Locate and find information
- Identify the next step in a process

ACT WorkKeys Workplace Documents
Level Score 3

You scored at Level 3. People who score at Level 3 have demonstrated the skill to read and comprehend relatively short workplace documents, which contain no extra information. The document contains short sentences, consisting of common, everyday workplace vocabulary. All of the information in these documents is clearly and directly stated, and they contain a small number of details. In reading these documents, they are able to:

- Identify the main idea
- Identify specific details
- Choose when to perform a step in a series of short steps
- Apply information/instructions to a situation that is the same as the situation described in the document

Share Your ACT WorkKeys NCR with Employers

Each certificate is registered in the ACT WorkKeys National Career Readiness Certificate database. To access your certificate, go to www.myworkkeys.com and login to, or create a new MyWorkKeys account. If you take action to share your certificate it may be verified at www.act.org/certificate/verify.html. Include information about your achievement on the ACT WorkKeys NCR on your resume or job applications and invite employers to verify its authenticity.

ACT WorkKeys NCR Level: [enter the level you have earned]
Registered Certificate #: [enter the ID found on the front of your certificate]
Issue Date: [enter the date on which you earned the certificate]



NATIONAL
CAREER READINESS
CERTIFICATE



NCRC PLUS™

NATIONAL CAREER READINESS CERTIFICATE

Congratulations on earning a **Bronze** National Career Readiness Certificate (NCRC™). The NCRC is a portable, evidence-based credential that certifies essential workplace skills that are important for workplace success. This credential is based on ACT's world-renowned WorkKeys® assessments—which measure job skills associated with workplace success. Knowledge and skills related to job tasks are strong predictors of work performance. By earning the NCRC, you have demonstrated the following skills at the **Bronze** level:

- » Problem solving
- » Critical thinking
- » Reading and using work-related text
- » Applying information from workplace documents to solve problems
- » Applying mathematical reasoning to work-related problems
- » Setting up and performing work-related mathematical calculations
- » Locating, synthesizing, and applying information that is presented graphically
- » Comparing, summarizing, and analyzing information presented in multiple, related graphics

This credential is registered with ACT and may be verified by employers at NationalCareerReadiness.org.

NCRC PLUS

Congratulations on earning an NCRC Plus. When measures of cognitive skills are combined with measures of personality traits, or soft skills, an individual's success in a job or job training can be predicted with even greater accuracy than when only one type of measure is used. In addition to the cognitive skills listed above, your test results indicate that you possess soft skills ranked as follows (1–4 stars):

- ★ ★ ★ **Work Discipline:** productivity and dependability
- ★ ★ **Teamwork:** tolerance, communication, and attitude
- ★ ★ **Customer Service Orientation:** interpersonal skills and perseverance
- ★ **Managerial Potential:** persuasion, enthusiasm, and problem solving

The cognitive and soft skills measured by the NCRC and NCRC Plus are among those recognized by business and industry as essential for workplace success and career advancement. Learn more at NationalCareerReadiness.org.

ACCESS YOUR ONLINE ACCOUNT

The NCRC is registered with ACT. In order to enable employers to verify your Certificate, you must activate your account at NationalCareerReadiness.org. Once you activate your account, you must follow the steps to give permission for employers to verify your Certificate level. Only people to whom you give your Certificate number can access your information.

- » User ID: JSampleP
- » Temporary Password: 123JSP

For account security, change your password when first signing in.

Account activation instructions are available at act.org/certificate/access_account.html.

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142 Results for "ncrc Preferred" in United States (5 new)

 **Continuous Improvement Manager**
ASSA ABLOY Group
Mason City, IA, US
Excellent interpersonal and communication skills with the ability to interact with all levels of the organization. 5 years manufacturing ...
3 days ago

 **Production Associate - Manifolds (Mon-Fri, Swing Shift)** New
Medline Industries, Inc.
Redmond, OR, US
A Manifold Technician is responsible for sorting, preparation and cleaning of fluid waste collection devices as well as completion of ...
20 hours ago

 **Advisor, WIN (Workforce Investment Network)** New
Shelby County Schools
Memphis, TN, US
Skills in developing data-supported solutions (decisions using fact-based logic); ability to translate complex analysis (least-to-most) ...
18 hours ago

 **Operations Partner**
Ammcor
Joplin, MO, US
Minimum of three years of manufacturing experience OR previous military experience. With a combined company history of more than 300 ...
2 months ago

 **Tool & Die Maker** New
Jobs @ TheJobNetwork
Waterloo, IA, US
Experience building, repairing, and revising jigs and fixtures as well as machine fixture alignment. Experience with hydraulics, ...

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Maintenance Technician II - 2nd shift

Bendix Commercial Vehicle Systems LLC - Bowling Green, KY, US

2 weeks ago  Be among the first 25 applicants[Apply on company website](#)

Job Description

Maintenance Technician II - 2nd Shift

Bendix Spicer Foundation Brake, LLC, an industry leader in supplying Commercial Vehicle Drum and Air Disc Brakes is looking for an experienced **Maintenance Technician II** to support our **2nd shift (2:30 to 10:30pm)**. This position will perform a variety of maintenance duties including: preventive maintenance, repair, alteration, calibration, and modification of machinery and equipment in the assigned area with a primary focus on electrical and controls/logic issues. Responds to and follows through on corrective maintenance of serious problems or conditions as reported by maintenance system, or as instructed by supervision; works independently as assigned.

We are an air conditioned facility with a competitive benefits package.

Position Summary

Utilizing appropriate and expected safety methods and equipment, perform maintenance activities related to the site, building, production support systems, production equipment, and others as assigned. Activities include, but are not limited to, diagnostics, root cause determination, repair, preventive and predictive maintenance activities, modifications, removals, and installations. Systems and machinery include electricity, electronics, controls, automation, robotics, pneumatics, hydraulics, water, specialty gases, dust collection, cranes, hoists, powered industrial trucks, welders, assemblers, conveyors, quality checkers, and others.

Essential Duties

- Engages and participate in various discussions, team meetings, all hands meetings, one on one meetings, etc. to facilitate communication and understanding.
- Completes scholastic, and practical components of assigned or requested training courses necessary for the safe and competent completion of maintenance activities.
- Uses appropriate predictive maintenance tools (e.g. infrared, sonic, vibration, etc) complete activities necessary to inspect and survey machinery, gather and analyze data, then document and report findings.
- Either independently, or on a team, works to diagnose problems and determine root cause. Then, when necessary disassembles machinery, completes immediate repairs, reassembles the machine, checks and verifies work, completes any necessary return to service procedures, and

Memphis, TN, US

Skills in developing data-supported solutions, decisions using fact-based logic, ability to translate complex analysis in east-to...

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Continuous Improvement Manager

ASSA ABLOY Group

verifies work, completes any necessary return to service procedures, and documents all the work done, parts and materials used, and labor hours spent.

- Improve efficiency and or minimizes the recurrence of problems, assists in the continuous improvement of maintenance methods for production machinery, production support systems, building, and grounds.
- Reads, interprets, and understands equipment manuals, drawings, schematics, specifications, and other literature to assist with the maintenance of machinery and systems.
- Assists and supports contractors working in the facility by confirming safety documents, safety training and certification, access control methods, quality of work, adherence to drawings and specifications, scheduling of work, and quality of workmanship.
- Understands and adhere to current health, safety, and environmental policies (ISO14001). Is empowered to identify, stop, and communicate or escalate appropriate action in regards to safety, health, and environmental concerns.
- Understands current quality policies and procedures (IATF 16949). Is empowered to identify, stop, and communicate or escalate appropriate action in regard to product quality.
- Performs other duties as requested, directed, or assigned.

Required Skills

Attendance on the job is essential.

Requires an Associates degree in mechanical, electrical, or industrial maintenance.

NCRC Bronze or higher certificate highly preferred.

Must be able to efficiently read, write, and speak English; can successfully complete simple mathematical functions; can recognize colors and shapes.

Certifications in applicable courses from recognized sources such as Allen-Bradley/Rockwell, FANUC, Siemens, Rexroth, etc.

Completion of a craft apprenticeship, or an equivalent number of years of education and maintenance experience such as industrial electrician, etc.

Completion of an applicable vocational technical curriculum such as Industrial Maintenance Technology is preferred.

Associates Degree in a technical field such as mechanical, electrical, or industrial technology is preferred.

Familiarity with PC and PLC based machine control systems, data acquisition, force-distance monitoring systems, robots, machine tool controls desired.

Requires knowledge of controls and PLC programming. Allen-Bradley experience required, also Siemens and FANUC are preferred.

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Use of spreadsheet software, such as Excel to capture, manipulate, and graphically represent information. Use of other productivity software such as



Continuous improvement manager

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8 days ago



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graphically represent information. Use of other productivity software such as Word and Powerpoint is preferred.

Demonstrates analytical ability necessary to perform calculations, interpret data from sketches, blueprints, and manuals, diagnose problems with equipment and solve problems.

Attendance on the job is essential. Available to work daily overtime, weekends, and holidays when required.

Able to operate powered industrial trucks, platform lifts, and telescoping lifts to complete work

Must be highly motivated and able to work independently.

Must be able to work in a team orientated environment.

Must be able to follow instructions, safety rules and regulations.

Required Experience

At least 5 years of manufacturing experience is required; strong hydraulic, pneumatic, mechanical and industrial skills with some PLC experience.

Seniority level

Not Applicable

Employment type

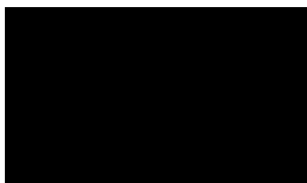
Full-time

Job function

Management, Manufacturing

Industries

Automotive, Mechanical or Industrial Engineering, Transportation/Trucking/Railroad



Objective

To obtain employment as an Architectural Technician allowing me to utilize my current skills and build new skill sets in the Architectural field.

Education

Associate of Applied Science Degree in Architecture Technology

Kirkwood Community College (Cedar Rapids, IA)

Completed May 2014

Grade Point Average: 3.6

Course work:

CAD Sketch up 2013

Architectural Auto CAD Commercial

Architecture Auto CAD Projects 2014

CAD Soft Plan 2013

Architecture Revit Projects 2014

Abilities:

Auto Desk Certified User: Revit Architecture

Auto Desk Certified User: AutoCAD

Windows 7 operator system

Very organized and reliable

Microsoft - Word, Power Point, Excel,

Outlook

Careers

Shive-Hattery, Iowa City, IA- Internship

2013-14 (Winter Break)

- Developed a family/information matrix for furniture and light fixtures
- Analyzed a blue print for areas and made a table that showed all the sq. ft. area
- Edited an Auto Cad drawing
- Made binders for the different construction companies

1 of 4



283 views

me

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- Edited an Auto-Cad drawing
- Made binders for the different construction companies
- Hanged Mylar's- filed the finished plans in the big vault.

Hy-Vee #2, Iowa City, IA – Courtesy
2014 September- 2015 June

- Meet and greet customers
- Direct customers to what they're looking for.
- Helping out the managers with stocking and organizing shelves and taking over for them when I see them sacking groceries.
- Going the extra mile for the customer.



- I also do drive ups, for people that need extra assistance in loading there groceries into their vehicle.

Hy-Vee #3, North Dodge Iowa City-Courtesy and Dishwasher

2015 June- Present

Courtesy

- Help Customers find certain items
- Help the managers out with stocking shells and cleaning anywhere in the store
- Do drive ups when needed

Dishwasher

- Wash dishes and utensils
- Put the dishes and the utensils back where they belong
- Sometimes I help prep food for the chefs
- At the end of the night wipe down everything

- At the end of the night wipe down everything

Habitat for Humanity Restore, Iowa City, IA- Volunteer
2014 summer

- Meet and greet customers
- Organized the shelves
- Showed people around
- Talked to the customers
- I joined in with a few house builds I helped with the following: chalking, caulking, and carried plywood.

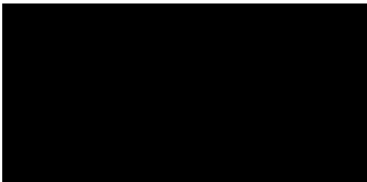
Certifications and Awards:

Revit User Certified

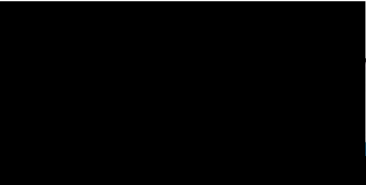
AutoCAD Certified

National Career Readiness Certificate (NCRC) - Bronze

Dean's list



Navigation bar with left and right arrows, '2 of 4', and zoom in (+) and zoom out (-) icons.



me

283 views

