

SKILL MATCH: MODULE OVERVIEW

Module Overview:

Module 10, the Skill Match module focuses on the interaction between employers, job seekers and workforce development professionals. The Skill Match component can help welfare transition customers and other jobseekers seek employment opportunities from job orders listed in the system.

From a jobseeker perspective, this module focuses on:

- Creating and maintaining online resumes
- Searching for potential jobs
- Contacting employers

From an employer perspective, this module focuses on:

- Creating and maintaining online job orders
- Searching for qualified employees
- Contacting qualified employees

From a workforce development professional's perspective, this module focuses on how a case manager or job developer can act as an agent for both jobseekers and employers. Acting as an agent would refer to managing multiple customer resumes and/or managing multiple job orders for an employer(s).

NOTE: The estimated time to complete this module is as follows:

Presentation: 1 hour

Demonstration: 2 hours

Activity: 3 hours

Key Speaking Points:

1. Skill Match is an interactive web application created to bring Florida's jobseekers and employers together.
 2. The application is based on matching not just a jobseeker's previous experience and education, but his or her *skills* with an employer's requirements. In this way, jobseekers find the opportunities which fit their personal expertise, and employers find candidates who fit their specific needs immediately, on-line, quickly, and efficiently.
 3. Customers/Jobseekers are able to create and maintain online resumes, search for jobs and contact employers.
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Trainer Materials



4. Employers are able to create and maintain online job orders, search for qualified employees and contact potential employees.
5. A case manager/job developer can act as an agent for an employer (maintaining job orders and accounts for employers)