



Student Name: _____

Class: _____

Student ID: _____

Date: {{DATE}}

Assessment Details

Duration: 30 minutes	Total Marks: 50
Topics Covered:	<ul style="list-style-type: none">• Career Development• Employability Skills• Job Search Strategies• Interview Techniques

Instructions to Students:

1. Read all questions carefully before attempting.
2. Show all working out - marks are awarded for method.
3. Write your answers in the spaces provided.
4. If you need more space, use the additional pages at the end.
5. Time management is crucial - allocate approximately 1 minute per mark.

Section A: Multiple Choice [10 marks]

Question 1

[1 mark]

What is the primary purpose of developing employability skills?

A) To get a job

B) To advance in a career

C) To increase earning potential

D) To become a successful employee

Question 2

[1 mark]

Which of the following is a key characteristic of a successful employee?

A) Punctuality

B) Creativity

C) Teamwork

D) All of the above

Question 3

[1 mark]

What is the most effective way to search for job opportunities?

A) Online job boards

B) Networking

C) Job fairs

D) All of the above

Question 4

[1 mark]

What is the importance of having good communication skills in the workplace?

A) To work effectively in a team

B) To provide excellent customer service

C) To resolve conflicts

D) All of the above

Question 5

[1 mark]

What is the purpose of a resume?

A) To showcase your skills and experience

B) To demonstrate your knowledge and qualifications

C) To highlight your achievements and accomplishments

D) All of the above

Question 6

[4 marks]

What are some effective ways to search for job opportunities? Please provide at least two examples.

Question 7

[4 marks]

What are some key skills that employers look for in a job candidate? Please provide at least two examples.

Question 8

[4 marks]

What is the importance of teamwork in the workplace? Please provide an example of a time when you worked effectively in a team.

Question 9

[4 marks]

What is the purpose of a cover letter? Please provide an example of how you would use a cover letter to apply for a job.

Question 10

[4 marks]

What are some common interview questions and how would you answer them? Please provide an example of a question and your response.

Question 11

[10 marks]

You have just graduated from high school and are looking for a part-time job. Describe the steps you would take to search for job opportunities and prepare for an interview.

Question 12

[10 marks]

You are applying for a job at a local retail store. The job description requires excellent communication skills and teamwork. Describe how you would demonstrate these skills in a job interview.

Conclusion

Thank you for completing this assessment. Remember that developing employability skills is an ongoing process, and it's essential to continually work on improving your skills and knowledge to achieve your career goals.

Marking Guide

Section A: Multiple Choice	1 point each
Section B: Short Answer Questions	4 points each
Section C: Scenario-Based Questions	10 points each

This assessment is designed to be completed within 30 minutes. Please read each question carefully and answer to the best of your ability.

Bloom's Taxonomy Alignment: This assessment aligns with the following Bloom's Taxonomy levels:

- Knowledge: Section A, Question 1-5
- Comprehension: Section B, Question 6-10
- Application: Section C, Question 11-12

Multiple Intelligence Approaches: This assessment incorporates the following multiple intelligence approaches:

- Verbal-Linguistic: Section A, Question 1-5
- Logical-Mathematical: Section B, Question 6-10
- Interpersonal: Section C, Question 11-12

Clear Success Criteria: The success criteria for this assessment are:

- Ability to demonstrate knowledge of career development and employability skills
- Ability to apply knowledge to real-world scenarios
- Ability to communicate effectively in writing

Differentiation Options: This assessment can be differentiated for students with different learning needs by:

- Providing extra time for completion
- Providing a reader or scribe
- Allowing students to complete the assessment in a separate room

Evidence Collection Methods: The evidence collected from this assessment can be used to:

- Inform future teaching and learning
- Identify areas for student improvement
- Provide feedback to students

Feedback Opportunities: Feedback can be provided to students through:

- Written comments
- Verbal feedback
- Peer assessment

