

The Proposal

Job and Training Analytical Sheets (JAT Sheets)/Occupational Fact Sheets (OFS) Development

Background

The youth in the country decides their careers/occupations mainly based on their education. Although the Career Guidance service provides by schools or vocational training institutions in the country the main issues which the service is facing is lack of updated information in each demanding occupational sectors. Therefore it is very much needed to have updated information on demanding sectors to the youths who are willing to joint with world of work.

The information seekers need to understand the work environment of the occupation and the training details needed to enter that occupation. Job analytical and training sheets will provide information's needed to youth get their decisions on future careers. It will make many benefits to the job seeker.

During the year 2000 the Strengthening Vocational Training Project (SVTP) has developed 72 Job and Training sheets to make the aware youths in demanding occupations. Then recently "Skills for Inclusive Growth" Australian funded project has developed Occupational Fact Sheets (OFS) for Hotel and Tourism Sector alone with Career Guidance Resource kit. It provides relevant information's to make the decisions on career in the youth in the country.

Objectives

- To make aware the youth on demanding Occupations in the industry
- Encourage youth in the country for demanding job sectors with career planning.
- Develop and maintain a standard document
- Use as a career guidance tool
- Provide broad picture of the occupation for students/Job seekers
- provide information needed to make decisions on careers
- Gain knowledge related the occupation and pathways

Development a Mechanism

- Select most demandable jobs with the support of Industry Skills sector Councils (ISSCs) and experts in the sectors and based on the NCSs developed and revised
- Identify resource panel for the development
- Conduct work sessions with resource panel and industry experts
- Validate the document with sector experts
- Endorse the document
- Print the document and distribute soft and hard copies as necessary
- Share the developed document through web pages, social medias and other medias

Expected outcome

Publish a job outlook with the details of total jobs, Expected growth next five years, average salaries, job prospects, duties, work environment, injuries and illnesses, similar occupations, work schedules, entry qualifications, related trainings, other experiences, licenses, certifications, registrations, Important Qualities (communication, Physical strength) etc.

Main Occupation Areas

The occupation areas will be decided based on the inputs of ISSCs and other experts in the sectors. Initially, all functioning ISSCs and Health and Care Committee will be consulted to identify demanding occupational areas and development of the document will be conduct with experts committee appointed by TVEC on the activity.

Development Mechanism

The experts sub committees are responsible for the activity and the discussion sessions will be conduct at the week end or out of the office hours and they will be remunerated based on the TVEC circular in hourly basis by considering the qualifications of the experts.

Time Frame

Second sets of occupations outlook will be developed within fourth quarter of the year 2020 with the support from Skills Sector Development Programme.