

Do I meet the requirements of my chosen occupation?

(from Career Planner: Choosing an occupation)

Workers in most occupations need to meet four types of requirements:

- ◆ educational requirements
- ◆ training requirements
- ◆ special requirements
- ◆ specific job requirements.

When you find out the requirements for your chosen occupation, you will be ready to plan your next steps.

My chosen occupation is: _____

1. Educational requirements

For most occupations, you need a minimum level of education or schooling. Some occupations require university, college or other post-secondary education. Others, it may be Grade 12 or Grade 10.

What education level does my chosen occupation require? _____

2. Training requirements

For many occupations, you have to take additional training or courses even after you meet the educational requirement. This is true even if you go to university. For example, in apprenticeship programs, tradespeople must take a combination of classroom and on-the-job training in order to be qualified to work. In other occupations, companies or businesses may offer their own training, such as training for salespeople.

Does my chosen occupation require any additional training? Yes No

If yes, what is the training called? _____

Where do I take it? _____

3. Special requirements

Even if you have met the general education and training requirements, some occupations may require you to have a particular talent or to supply your own equipment.

Some examples of special requirements include:

- ◆ owning or supplying your own tools
- ◆ having a car
- ◆ special talents or abilities (e.g. artistic, musical, creative)
- ◆ passing a physical fitness test
- ◆ completing a safety training course.

Does the occupation I chose require anything special? Yes No

If yes, what does it require? _____

Assessing special occupational requirements

List the special requirements of your chosen occupation so you can plan how you're going to meet those requirements. Use the following example as a guideline.

Occupation: _____

Special requirement (e.g. car, talent, physical ability)	I have	I don't have	How can I get or develop?	Date Completed

4. Specific job requirements

Employers in some occupations may need workers who can meet specific job requirements. Perhaps their employees must be willing to travel, to work shifts, to be "on call" at times, to wear uniforms or to use safety equipment.

You, too, may have specific work needs. You may need work that leaves you free in the evenings, work that you can get to by bus or work that pays you well enough to provide for your family. Look back at the exercise about your needs to see what you have already identified.

Does my occupation have specific job requirements? Yes No

If yes, what are the requirements? _____

Assessing specific job requirements

List the specific job requirements of your occupation so you can plan how you're going to meet those requirements. Use the following example as a guideline.

Occupation: _____

Specific job requirement (e.g. shift work, being on call)	I can meet	I can't meet	How can I manage this?	My solution