

Contest Description

COMPETITION DATE: Saturday, November 6, 2021	CONTEST AREA NAME: Job Search
CONTEST AREA NUMBER #: 83	LEVEL: Intermediate
DURATION OF CONTEST: 30 mins per competitor	LOCATION: Virtual

CONTEST INTRODUCTION

The Skills Canada Job Search Competition follows the same basic sequence a jobseeker would encounter in the real world of job hunting. Competitors submit a **professional style résumé and cover letter** in response to a job advertisement of their choice (see below). The Competition Chairperson will contact applicants by return email, to acknowledge receipt of the materials and invite each competitor to a virtual interview (i.e., on the competition day).

Skills for Success are skills needed to participate and thrive in learning, work and life. They are the foundation for building other skills and knowledge. These skills overlap and interact with each other, and with other technical and life skills.

The Skills for Success identified are as follows: Numeracy, Communication, Collaboration, Reading, Writing, Creativity & Innovation, Digital, Adaptability, & Problem Solving. For the purpose of this competition; an emphasis will be placed on the highlighted skills.

CONTEST DESCRIPTION

DOCUMENT	DATE OF DISTRIBUTION VIA WEBSITE
Detailed description of available positions	(same time as contest description)

All competitors must forward a copy of their professional style covering letter and résumé by Email. **These documents must be received no later than 4pm on November 1st, 2021 by email as directed below.** All emailed documents must be in **one (1) PDF format**, and included as an actual attachment (no links to external storage locations). Failure to meet this deadline may result in a penalty of up to 25 marks. Competitors will receive confirmation of receipt of their materials within 2 business days. If confirmation is not received, competitors are to notify the Skills Canada Newfoundland and Labrador office by phone at 739-4172.

The covering letter and résumé will be scored by judges in advance of the **virtual/online** interview. The interview will take place on Saturday, November 6th, 2021. The interviews will be conducted by a panel of 2 – 3 judges who will ask a series of questions consistent with the job descriptions provided. Candidates will be scored on the appropriateness and quality of their covering letter and résumé, as well as the quality of their answers during the virtual/online interview, confidence displayed, and overall job interview skills (see below for specific scoring breakdown).

E-mail complete job search competition materials to jobsearch@skillscanadanl.com

*Deadline for receipt of materials, without incurring penalty deduction is **4pm, November 1st, 2021**
Email applications only will be accepted.*

Competitors must select **one** of the three job descriptions listed below, complete and submit a professional style covering letter and resume for that position:

*Day Camp Leader

*Prep Cook

*Grounds Crew Member

EQUIPMENT, MATERIAL, CLOTHING

-Equipment and Material supplied by Skills Canada-Newfoundland and Labrador

- Not Applicable

-Equipment and Material Competitor must supply:

- Any supporting material for your job interview
- Access to internet and ability to connect to online/video conferencing (i.e.; Skype, Zoom, Google Meet...to be determined by Skills NL)

-Required clothing (Provided by competitor)

- Appropriate interview attire

EVALUATION/JUDGING CRITERIA

Competitors will be graded on the process of applying for a job, not their ability to fill the position. Competitors are required to support their resume qualifications where they list special qualifications or certifications.

POINT BREAKDOWN	/100
Document submission by email (on time & correct format)	5
Cover Letter (Submitted by email – format, spelling, tense, etc.)	10
Résumé (Submitted by email – format, spelling, tense, relevance to position)	20
Job Interview Presentation (personal appearance, posture, greeting, etc.)	15
Job Interview Responses (completed virtually)	50
Maximum penalty for late submission or late arrival	-25

ADDITIONAL INFORMATION

-Tie (No ties are allowed)

In the event of a tie between two or more applicants, the Competition Chair will review the results, in consultation with the judges, to determine the winner, which will be final and binding.

-Competition rules

Please refer to the competition rules for all general SCPC information.

PROVINCIAL TECHNICAL COMMITTEE MEMBERS

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