



Contest Description

Edmonton Expo Centre, Edmonton

May 5, 2027

EVENT: JOB SEARCH	LEVEL: Secondary								
WORLDSKILLS TRADE #: 83	LOCATION: Edmonton Expo Centre, Edmonton Room 109 and 109A								
DURATION: 7 hours (1 day only). Interview and presentation times will be drawn randomly at orientation.	REGIONALIZED: No								
COMPETITION SCHEDULE: MAY 4: <table border="1"> <tr> <td>MANDATORY ORIENTATION</td><td>4:00PM-5:30PM</td></tr> </table> MAY 5: <table border="1"> <tr> <td>INTERVIEWS AND PRESENTATIONS</td><td>9:00AM-12:00PM</td></tr> <tr> <td>LUNCH</td><td>12:00PM-1:00PM</td></tr> <tr> <td>INTERVIEWS AND PRESENTATIONS</td><td>1:00PM-3:00PM</td></tr> </table>		MANDATORY ORIENTATION	4:00PM-5:30PM	INTERVIEWS AND PRESENTATIONS	9:00AM-12:00PM	LUNCH	12:00PM-1:00PM	INTERVIEWS AND PRESENTATIONS	1:00PM-3:00PM
MANDATORY ORIENTATION	4:00PM-5:30PM								
INTERVIEWS AND PRESENTATIONS	9:00AM-12:00PM								
LUNCH	12:00PM-1:00PM								
INTERVIEWS AND PRESENTATIONS	1:00PM-3:00PM								

Please Note: This document is subject to change as competition information is updated. Competitors are responsible for staying up to date with the most recent information. Check the footer for last updated date. Changes will be highlighted in **yellow**.

CONTEST INTRODUCTION

Purpose of the Contest

In today's job market, strong interview and application skills are crucial. The job search competition stresses the importance of an effective resume and cover letter along with strong interview skills in securing employment. The Job Search competition simulates the application and interview process that any job seeker will experience. Competitors are evaluated on their ability to present their application materials and themselves in an effective and professional manner.



PROJECT SUBMISSION

Competitors will be required to submit a cover letter and resume (**in one single PDF document**) as well as a Skills for Success presentation in your choice of format (i.e. – **Power Point, Google slides**, etc.)

All documents must be submitted **no later than 4:00pm on April 16, 2027**. All applicants will receive a confirmation email to confirm receipt of the submission.

Submission Link: <https://skillsalberta.jotform.com/233195095685265>

PROJECT DESCRIPTION

The competition will be divided into the following phases:

1. Resume & Cover Letter Advanced Submission:

Competitors shall apply for one of the two mock positions posted at the end of this document with a cover letter and resume as a single PDF Document. See SUBMISSION REQUIREMENTS above for details.

Resume & Cover Letter Judging Criteria:

- The cover letter and resume need to be tailored to the job posting and address all relevant qualifications, demonstrating a high level of enthusiasm.
- The cover letter and resume need to be impeccably formatted and exhibit a highly professional style. Cover letter formatting needs to match the resume.
- The cover letter and resume need to be flawless in terms of grammar and spelling and showcase exceptional writing skills.
- The resume needs to have well formulated bullet points per Competition standards (please refer to the **Job Search Guidelines** for more detail).

2. Skills for Success Presentation:

Competitors should submit their presentation by the project submission deadline. See SUBMISSION REQUIREMENTS above for details. A random draw for presentation times will take place during the orientation.

Competitors are required to create a presentation that shows their understanding of the concept “The Importance of Skills for Success in the Workplace”. More information about the Skills for Success framework can be find here: <https://www.canada.ca/en/services/jobs/training/initiatives/skills-success.html>

Competitors have the option of developing their presentations in PowerPoint, Google Slides or another multimedia tool of their choosing. It is the responsibility of the competitor to ensure that whichever format they use, it will be accessible by the judging panel. Quality and presentation of the entire submission will be reviewed and critiqued by official judges.



Presentation Requirements:

- Competitors are expected to deliver and narrate their slides live to a panel of judges on Day 1 of the competition. Competitors must demonstrate their understanding of the concept of skills for success; the narration is intended to be an expansion (explanation) of the content contained in the slides. Details on specific required content and expectations are outlined below.
- Competitors are responsible for researching how to develop an effective presentation to ensure the presentation they submit is representative of a professionally developed product (style and size of font, consistency, set up of slides, visual appeal, imagery, use of space, management of text on slides etc).
- Competitors must appropriately reference any images and content taken from other sources; the minimum standard is a footer linked to text/ image "Date; Retrieved from url".

Minimum Expectations for Content:

- Must include a clear introduction of concept and why Skills for Success matter.
- Must include a minimum of 6 slides to a maximum of 10 slides; competitors must deliver their presentation in a time of no less than 7 minutes and no more than 10 minutes.
- Must include a detailed overview of three Skills for Success based on ones that are most relevant to the position for which they have applied in the contest description. When identifying and describing these skills, competitors should include specific reference to personal experiences to show how they currently possess those skills and how they can continue to develop them (refer to the **Exemplar** for minimum content expectations).
- Must include reference to how these skills would be relevant to competitor's personal career and education goals.
- Must contain specific examples from the job posting demonstrating relevance to the position and specific Skills for Success.

3. Job Interview:

A random draw for interview times will take place at the orientation. Refer to the **Job Search Guidelines** for interview tips.

This will be a panel interview and will take approximately 15-30 minutes. Competitors should prepare for the interview by demonstrating the following abilities:

- Professional personal presentation and interview etiquette,
- Making positive first impressions,
- Effective listening and demonstrating sincere interest,
- Clear and understandable oral communication
- Know how to present their personal qualities and "sell themselves" to a prospective employer,
- Knowledge of the prospective employer (based on the provided job posting).

All competitors will be asked the same questions during the interview.



EQUIPMENT & MATERIALS

Any equipment that may be required will be provided by the committee. Students are not required to bring their own devices. Submitted projects will be preloaded onto the Skills Alberta computer and ready for competitors to present at their designated time.

Competition Specific Rules

The following Competition Specific rules along with SCA's overall Policies and Procedures provide specific details in competition areas that may vary from one another. Any additional contest rules will be reviewed during the Competitor Orientation.

Topic/Task	Contest Specific Rule
Use of Technology	Competitors are not allowed laptops, tablets, cameras, cell phones, ear buds, or other personal electronics in the competition area unless specified by the committee for certain tasks.
Use of Artificial Intelligence (AI)	Competitors cannot use AI to develop/generate any of the written components of the competition.
Orientation Attendance	All competitors must attend the orientation session on May 4 at 4:00pm. Failure to attend may result in point deduction or disqualification from the competition, as determined by the Chair.

Clothing Requirement

Appropriate clothing for a professional interview must be worn to compete. All clothing must be neat and clean and free of rips and tears.

Accessibility

We are committed to fostering an inclusive environment where all participants can fully engage and compete on an equal footing. Ensuring accessibility and accommodating individual needs is a core part of our commitment to fairness, diversity, and inclusion. If you need accommodation during the competition, please advise the Competition Chair. Information relating to the need for accommodation and accommodation measures will be addressed confidentially.

Competitors are responsible for bringing any specialized tools or support they may require.

SAFETY

The health, safety and welfare of all individuals involved with Skills Canada Alberta are of vital importance. Safety is a condition of participation with Skills Canada Alberta and shall not be sacrificed for the sake of expediency. At the discretion of the judges and technical committees, any competitor can be denied the right to participate should they not have the required proper safety equipment and/or act in an unsafe manner that can cause harm to themselves or others.

A Competitor that demonstrates the highest level of safety-mindedness during the Competition (including highlighting their safety skills in their interview responses) will be nominated for the **Safety Award**, which will be presented at the Closing Ceremonies.



JUDGING CRITERIA

Competition Point Breakdown:

Item	Point Value
Cover Letter	15
Resume	20
Skills for Success Presentation	20
Job Interview Presentation	5
Job interview Responses	40
TOTAL	/100

TIE BREAKING PROCESS

In the event of a tie once scores are tabulated, judges will determine the winner by highest score in the Job Interview Responses portion as outlined in the competition rubric.

RELATED CAREER AND TECHNOLOGY STUDIES COURSES

Descriptions of all modules are located at the following website: <http://www.education.gov.ab.ca/cts>

CTR1010: Job Preparation

HSS3050: Becoming a Mentee

CTR2010: Job Maintenance

ADDITIONAL INFORMATION

Questions?

Please click the link below for all questions related to this Contest Description.

<https://skillsalberta.jotform.com/262295335905967>

All questions will be forwarded to the Provincial Technical Committee (PTC) for review and response. Responses will be compiled into a Q&A document, which will be posted on the Skills Alberta website alongside this Contest Description.

Please check the Q&A document regularly for updates and responses to submitted questions.

Any additional questions, please contact Taylor Marko TaylorM@SkillsAlberta.com

Skills Canada Alberta Regional and Provincial Rules and Regulations

[Regional and Provincial Rules and Regulations](#)



Skillz & Thrillz Podcast

Check out our podcast – Skillz & Thrillz: Alberta’s Trade & Tech Youth Podcast. Our talented alumni share tips and tricks on how to succeed in competitions and your career! Their insights can help you prepare for your Skills journey, and who knows, you might just be a future guest! <https://skillsalberta.com/student-resources/skillz-thrillz-albertas-trade-tech-youth-podcast/>

Project Change at the Competition

Where a Test Project has been circulated to competitors in advance, the PTC may modify the project by up to a maximum of 30% of the total work content for the competition.

Competitor Registration

Registration for the Provincial Skills Canada Competition (PSCC) will open online on January 13, 2027 @ 3:30 PM. Please refer to this competitions event page for additional registration and competition information: <https://skillsalberta.com/competition/>

Lunch

Lunch for accredited competitors will be provided by Skills Canada Alberta.

Parking & Venue Maps

Parking is FREE for all attendees.

Attendees **MUST** register for FREE parking by clicking the below link. Attendees can pre-register their vehicle at any time prior to the PSCC or register onsite at the PSCC.

<https://www.offstreet.io/events/N6D61P2N>

Competitor Onsite Registration

Competitor registration will take place on Tuesday, May 4th from 12:00 PM -4:00 PM at the Edmonton Expo Center.

Competitor Welcome and Registration Event

In lieu of Opening Ceremonies, all competitors and teachers are invited to attend the Competitor Welcome and Registration Event from 3:00pm to 4:00pm at the Edmonton Expo Center.

Awards Ceremony

The Awards Ceremony will take place on Thursday, May 6, 2027, at 6:30 PM in Hall D of the Edmonton EXPO Centre. Admission is free, and everyone is welcome to attend. The Awards Ceremony will be shown live at <http://skillsalberta.com/>

Team Alberta Information

Team Alberta will be selected at the PSCC Awards Ceremony. Gold medalists will then be eligible to participate at the Skills Canada National Competition (SCNC) on May 26- May 29, 2027, in Calgary, AB. It is recommended that competitors review and become familiar with the SCNC contest description and project at

<https://www.skillscompetencescanada.com/en/event/scnc2027/>



During the PSCC Awards Ceremony on Thursday May 6, 2027, gold medalists will be given their Team Alberta information package and will confirm their participation in the SCNC. Students must be present at the Awards Ceremony to claim their position on Team Alberta. If the Gold medalist is not able to attend SCNC, the next highest-ranking individual will be asked to participate. If a student is not able to attend the Awards Ceremony, an email confirming the student's interest in Team Alberta participation must be emailed to javierad@skillsalberta.com prior to the start of competition on May 5, 2027.

Please prepare your students in advance to accept a position on Team Alberta and review how your school will support their participation.

Please see this link for additional Team Alberta information: <https://skillsalberta.com/team-alberta/>

COMMITTEE MEMBERS AND JUDGES

Chair: Ana Sabo, Career Advisor, University of Alberta	Sonja Henning, Career Coach, Career minds
Co-Chair: Yvonne English, Career Advisor, SAIT	Emma Jardine, HR Professional
Taylor Bye, Human Resources Business Partner, Barnhart Canada	Saahil Rachh, Product Associate, Amii



Employment Opportunity #1:

Doggy Daycare Assistant

We are seeking youth interested in working with animals for summer employment in our busy doggy daycare establishment. At Fur and Paws Daycare, we thrive on creating an engaging environment for our canine clients and providing excellent customer service to their human parents. Our Doggy Daycare Assistant will assist with a variety of tasks including facilitating pick up and drop off of dogs, taking payment for daycare fees, developing enrichment activities, and of course, play time with the pups. The successful candidate will contribute to maintaining a clean environment and performing other assigned tasks. The candidate must be energetic, take pride in their work and enjoy working both indoors and outdoors. Initial training and safety orientation will be provided to all successful applicants.

We require the following:

- **Team Contributor:** you are helpful to others in getting work done cooperatively;
- **Customer Focus:** you are responsive to the needs of others, and can create an open and positive environment for our customers;
- **Positive Attitude:** you bring an upbeat attitude to our busy environment;
- **Communication:** you listen well and express yourself clearly;
- **Safety:** ability to work safely and adhere to all safety procedures and requirements;
- **Other:** previous experience working with animals an asset, but not required;
- **Licenses/Certifications:** Standard First Aid Certification and an acceptable criminal record check are required.

Full-time or part-time hours are available from late June to Late August. With good performance, there may be an opportunity for continued part-time employment during the school year or repeat employment in future summers.



Employment Opportunity #2:

Summer Camp Counsellor

We are seeking secondary students who have an interest in working with children aged 6-9 for the summer months. At Northern Woods, we have a dynamic team that is recognized for building community spirit. Full time and part-time opportunities are available from July through the end of August.

As part of our dynamic team, you will have a varied role which will involve planning and facilitating inclusive play activities, leading and supervising children aged 6-9, and assist with developing, planning, and implementing of eight one-week day camp programs under supervision of the recreation programmer.

We require the following:

- **Team Contributor:** you work well with others and help the group achieve goals in a cooperative manner.
- **Self-Motivated:** you take initiative to do work without continual direction.
- **Strong Organizational Skills:** you have the ability to manage multiple tasks and understand how to develop fun and educational activities.
- **Communication:** you clearly express yourself verbally and in writing.
- **Education/Experience:** previous experience working with children is desired.
- **Safety:** you ensure a safe and welcoming environment for all campers.
- **Licenses/Certifications:** Standard First Aid Certification and an acceptable criminal record check are required.

With good performance and a positive attitude, there may be an opportunity for employment in future years.