

**SAINT LUCIA LABOUR MARKET NEEDS ASSESSMENT
SURVEY QUESTIONNAIRE**

MASTER SHEET



BY



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SAINT LUCIA LABOUR MARKET NEEDS ASSESMENT
SURVEY QUESTIONNAIRE
(TO OBTAIN DATA TO INCREASE RELEVANT TVET OFFERINGS)



SECTION 1: IDENTIFYING AND SURVEY ADMINISTRATIVE INFORMATION

1.1 ADMINISTRATIVE INFORMATION

<p>1. <i>GPS</i></p>	<p><i>GPS</i> <i>gps</i></p> <p>N W A _____</p> <p>_____</p> <p>_____</p>
<p>2. How many visits/attempts did you make</p>	<p>MULTI-SELECT Visits</p> <p>01 <input type="checkbox"/> First Visit/Attempt</p> <p>02 <input type="checkbox"/> Second Visit/Attempt</p> <p>03 <input type="checkbox"/> Third Visit/Attempt</p> <p>04 <input type="checkbox"/> Fourth Visit/Attempt</p> <p>05 <input type="checkbox"/> Fifth Visit/Attempt</p>
<p>3. What is the date/time of this interview</p>	<p>Date ___ / ___ / ___ dd/mm/yy</p> <p>Start time _____</p> <p>End time _____</p>
<p>4. Name of Interviewer/Sex</p>	<p>_____</p> <p>Sex: Male ___ Female ___ Does not wish to state</p>
<p>5. Name of Supervisor (if any) /Sex [please insert Male Female similar to 4]</p>	<p>_____</p>

SECTION 2. ESTABLISHMENT PROFILE

1. Name of Establishment	
2. Address of Establishment	
2a. If this Establishment is part of a wider enterprise, please provide Name and address	
3 Name/position and contact details of Person (s) providing information [To cater for more than one person 3, 3a, 3b]	Name _____ Position _____ Email _____ Phone _____
4. Date your Establishment began operation (d/m/y)	
5. Please briefly describe your core business activity (contributing to the majority of the total revenue)	1. _____
5a. If there is more than one business activity, please describe the next two in order of the highest contribution to total revenue.	2. _____ 3. _____
6 What is the type of Ownership of your establishment? (PLEASE SELECT ONE)	1. Sole proprietorship 2. Partnership 3. Private Limited Liability Company 4. Public Limited Liability Company 5. Govt. owned 6 Cooperative 7. Non-profit institution serving household 8 Other (Specify) _____
7. What is the country of ownership of this establishment?	100% Locally owned (SLC) % Local _____ % Foreign (country) _____
8. Select the categories based on the THREE most significant products/services offered by your business, in order of importance:	<input type="checkbox"/> Agriculture, forestry, and fishing <input type="checkbox"/> Mining and quarrying <input type="checkbox"/> Manufacturing <input type="checkbox"/> Electricity, gas, steam, and air conditioning supply <input type="checkbox"/> Water supply; sewerage, waste management and remediation activities <input type="checkbox"/> Construction <input type="checkbox"/> Wholesale and retail trade; repair of motor vehicles and motorcycles <input type="checkbox"/> Transportation and storage <input type="checkbox"/> Accommodation and food service activities

	<ul style="list-style-type: none"> <input type="checkbox"/> Information and communication <input type="checkbox"/> Financial and insurance activities <input type="checkbox"/> Real Estate activities <input type="checkbox"/> Professional scientific and technical activities <input type="checkbox"/> Administrative and support service activities <input type="checkbox"/> Public Administration and defence; compulsory social security <input type="checkbox"/> Education <input type="checkbox"/> Human health and social work activities <input type="checkbox"/> Arts, entertainment and recreation <input type="checkbox"/> Other service activities <input type="checkbox"/> Activities of households as employers; undifferentiated goods and services producing activities of households for own use <input type="checkbox"/> Activities of extraterritorial organizations and bodies
<p>9. How many employees were employed at your Establishment as of April 30, 2024?</p> <p>Note that persons with a formal attachment to the job, even when on temporary layoff for less than four weeks, should be included among the total number of employees.</p>	
<p>10. How many employees were employed at your Establishment as of April 30, 2023?</p>	
<p>11. Total Employed as of April 30, 2024</p>	
<p>12. Total Number of New Persons Employed during the Period May 1, 2023, to April 30, 2024</p>	
<p>13. Total Number of Separations (Persons who stopped working for your business) during the Period May 1, 2023, to April 30, 2024</p>	
<p>14. Total Females Employed as of April 30, 2024</p>	

15. Total Males Employed as of April 30, 2024	
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SECTION 3: NEWLY EMPLOYED (HIRED) PERSONS (May 1, 2023, to April 30, 2024)

3.1 Please provide the Job Titles and requested information for the New Persons employed during May 1, 2023, to April 30, 2024. [Each new employee will have a unique number on this and subsequent pages]

E M P L O Y E E N O.	a. Please provide the Job Title for each new employee	b. Month /year hired	c. Sex 1.Male 2.Female 3.Do not wish to state	d. Country of Origin 1.SLC 2.OECS 3'CARICOM 4.Other (specify	e. What was the required qualification level of the establishment 1.Post Graduate Degree 2.Post graduate Diploma 3.Undergraduate Degree 4.Associate degree/Diploma 5.Advanced Level/CAPE 6.Technical Skills Certificate (Specify) 7.CVQ (level 1-5 (specify) 8.None 9. Secondary School leaving Cert 10. Post Secondary Cert 11.Other (Specify)	f. Highest level Qualification possessed by person hired 1.Post Graduate Degree 2.Post graduate Diploma 3.Undergraduate Degree 4.Associate degree/Diploma 5.Advanced Level/CAPE 6.Technical Skills Certificate (Specify) 7.CVQ (level 1-5 (specify) 8.None 9. Secondary School leaving Cert 10. Post Secondary Cert 11.Other (Specify)	g. Required Years of Experience by establishment	h. Years of Experience of newly hired
01		[To Insert date, drop down box]	[Insert Check boxes 1, 2,3]	[Insert Check boxes 1, 2,3 lines for 3]	Insert Check boxes 1-9 with space for "specify"]	Insert Check boxes with space for "specify"] 1, 2,3]	[Integer response]	[Integer response]
02								

03								
04								
05								
06								

SECTION 3 NEWLY EMPLOYED (HIRED) PERSONS (May 1, 2023, to April 30, 2024)

3.2 Please provide the Job Titles and requested information for the New Persons employed during May 1, 2023, to April 30, 2024. [Each new employee will have a unique number on this and subsequent pages]

E M P L O Y E E N O.	[for each job title 01, 02 etc.]	a. Reason for Recruitment 1.Replacement-Retirement` 2. Replacement – Resignation 3. Replacement-Fired 4.Replacement Other (Specify) 5.New Position-Expansion 6.New Position-Restructuring 7.Other (Specify)	b. Term of Employment Permanent 1.Fixed Term 2. Contract 3.Temporary 4.Seasonal 5.Other (Specify)	c. Is this position 1.Full-time 2.Part-time	d. Were the positions Internally advertised 1.Yes 2.No	e. Were the positions filled based on internal staff movements 1.Yes 2.No	g. Were any positions filled by persons with disabilities 1.Yes 2.No	h. Were any positions filled by persons 15-24 years? 1.Yes 2.No
01		[Insert Check boxes as required]	[Insert Check boxes as required]]	[Insert Check boxes as required]	[Insert Check boxes as required]	[Insert Check boxes as required]	[Insert Check boxes as required]	[Insert Check boxes as required]
02								
03								
04								
05								
06								

SECTION 3: NEWLY EMPLOYED (HIRED) PERSONS (May 1, 2023, to April 30, 2024)

3.3 Please provide the Job Titles and requested information for the New Persons employed during May 1, 2023, to April 30, 2024. [Each new employee will have a unique number on this and subsequent pages]

E M P L O Y E E N O.	[for each job title 01, 02 etc.)	a. What measures were taken to fill these positions 1. Advertising-newspapers 2. Online Advertising 3. Referrals-Min of Labour 4. Referrals - Recruitment Agency 5. Referrals - Other 6. Direct recruitment 7. Other (Specify)	b. When did the position become vacant? [dropdown box] Month/Year	c. How long did it take to fill each position [weeks]	d. Please provide the pay period 1. Hourly 2. Daily 3. Weekly 4. Monthly 5. Other (Specify)	e. Please provide information on the Wage/ Salary that corresponds to the pay period in 3 (d)	Please provide the type of employment for the newly-hired persons 1. Owners /Partners 2. Participating family members 3. Paid employees 4. Apprentices	
01		[Insert Check boxes as required]	[Insert Check boxes as required]]	Integer [weeks]	[Insert Check boxes as required]	[Insert Check boxes as required]	[Insert Check boxes as required]	[Insert Check boxes as required]
02								
03								
04								
05								
06								

SECTION 4: VACANCIES/JOB OPENINGS

4.1

1.What was the total number of job openings (occupied or unoccupied) at this establishment during May 1, 2023, to April 30, 2024	Total _____
2.How many of these job openings during May 1, 2023, to April 30, 2024, are temporarily occupied	No. _____
3.How many of these job openings during May 1, 2023, to April 30, 2024, are available to be filled	No. _____
4.What was the total number of job openings (occupied or unoccupied) at this establishment during the period May 1, 2023, to April 30, 2024	Total _____

4.2 Please provide the job titles of the job openings available in the past 12 Months

O P E N I N G #.	[for each job title 01, 02 etc.)	a. When did this position become vacant Drop down box Month/Year)	b. Are job openings available to be filled by the following (tick all that are applicable – multiple responses possible) 1. Employees of this establishment 2. Apprentices 3. Persons with disabilities 4. Persons 15-24	c. What is the minimum level of qualification for these job openings 1. Post Graduate Degree 2. Post graduate Diploma 3. Undergraduate Degree 4. Associate degree/Diploma 5. Advanced Level/CAPE 6. Technical Skills Certificate (Specify) 7. CVQ (level 1-5 (specify) 8. None 9. Other (Specify)	d. Are there any certification/skills requirements for each of the job openings [possible responses including TVET (Technical Vocational Education and Training) levels])	e. What is the minimum number of years' experience required	f. Is the term of Employment 1. Permanent 2. Fixed Term 3. Contract 4. Temporary 5. Seasonal 6. Other (Specify)	g. Is this position 1. Full-time 2. Part-time
01		[Insert Check boxes as required]	[Insert Check boxes as required]]	Integer [weeks]	[Insert Check boxes as required]	[Insert Check boxes as required]	[Insert Check boxes as required]	[Insert Check boxes as required]
02								
03								
04								
05								
06								

4 (continued)

O P E N I N G #.	[for each job title 01, 02 etc.)	a.What measures were taken to fill each position [TO FILL IN POSSIBLE RESPONSES	b. What have been the main challenges experienced [TO FILL IN POSSIBLE RESPONSES]	c. Were potential candidates available from 1.SLC 2.OECS 3.CARICOM 4.Other (specify
01		[Insert Check boxes as required]	[Insert Check boxes as required]]	Integer [weeks]
02				
03				
04				
05				
06				

SECTION 5: SEPARATIONS

5.1

1. Please state the number of employees who have left the establishment during the period May 1,2023 and April 30, 2024?	
2. Please state the number of employees who left the establishment January 1, 2024, and April 30, 2024 (past 4 months)?	
3. Please provide the Job Titles of persons who left the establishment from May 1, 2023, to April 30, 2024?	
4. Job titles of persons who have left the establishment during the period January 1, 2024, and April 30, 2024 (past 4 months)?	

5.2

Please provide the job titles of each of these separations during May 1, 2023, to April 30, 2024

E M P L O Y E E N O.	a. Job Titles of employees who left/separated from establishment	b. Month /year left	c. Sex 1.Male 2.Female 3.Do not wish to state	d. Country of Origin 1.SLC 2.OECS 3'CARICOM 4.Other (specify	e. What was the reason for separation 1.Expired time-limited contract 2.Person resigned/quit 3.Person Fired 4. Retirement 5.Downsizing of business 6.Other Restructuring of business 7. Other (specify)	f. What was the T erm of Employment of each separated employee 1.Permanent 2.Fixed Term 3. Contract 4.Temporary 5.Seasonal 6.Other (Specify)	g. Was this position 1.Full-time 2.Part-time	h. Years of Experience of separated persons
01		[To Insert date, drop down box]	[Insert Check boxes 1, 2,3]	[Insert Check boxes 1, 2,3 lines for 3]	Insert Check boxes 1-9 with space for "specify"]	Insert Check boxes with space for "specify"] 1, 2,3]	[Integer response]	[Integer response]
02								
03								
04								
05								
06								

SECTION 6: WAGES AND NATIONALITY IN ESTABLISHMENT

6.1 What was the highest and lowest range of salary/compensation in your establishment (full-time and part-time) during the last year?

1	The highest salary in EC\$ of the person employed at your e between May 1, 2023, to April 30, 2024,		\$
	The lowest salary in EC\$ of the person employed at your e between May 1, 2023, to April 30, 2024		\$
	Wage Band	Number of persons	
	Above \$11,000		
	\$9,000 to \$10,999		
	\$7,000 to \$8,999.		
	\$5,000 to \$6,999.00		
	\$3,000 to \$4,999,00		
	\$1,000 to \$2,999.00		
	Under \$1,000		

6.2 What was the average monthly wage in EC Dollars (in a range) of employees in your establishment?

	Occupation categories	0-\$1,000.	\$1,000 to \$2,999.00	\$3,000 to \$4,999,00	\$7,000 to \$8,999.	\$9,000 to \$10,999	Above \$11,000
1	All types of employees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Upper level Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

3	Middle Level Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Professional and specialists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Clerical support staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Service and sales workers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Elementary occupations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Do not Know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6.3 What percent of your organizational structure is comprised of employees from the following national/country background?

	Occupation categories	Nationals	OECS	CARICOM	South America	Canada/USA/England	Other
1	Upper-level Management <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Middle Level Management <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	Professional and specialists						
4	Clerical Support						
5	Service and sales workers						
6	Elementary occupations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	Percent	100%	100%	100%	100%	100%	

SECTION 7: RECRUITMENT

- 7.1 A. What category of employees do you expect to hire in the next 1 to 3 years?**
B. I do not expect to hire any new employees over the next 1 to 3 years.

Category	2025	2026	2027
Managers			
Professionals			
Technicians			
Sales/ Customer services workers			
General workers			
TVET Skilled/CVQ			
Other (Please specific)			

7.2 Do you have any challenges recruiting Locally? Yes-No

	<input type="checkbox"/>
ON A SCALE OF 1 TO 5, WHERE 1 IS DID NOT CONTRIBUTE AND 5 IS STRONGLY CONTRIBUTE HOW DID THESE FACTORS CONTRIBUTE TO THE CHALLENGES.	
Compensation package	<input type="checkbox"/> Did not Contribute <input type="checkbox"/> Slightly Contribute <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Contribute <input type="checkbox"/> Strongly Contribute <input type="checkbox"/> Not Applicable
No confidence in the skills and confidence of local employees	<input type="checkbox"/> Did not Contribute <input type="checkbox"/> Slightly Contribute <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Contribute <input type="checkbox"/> Strongly Contribute

	<input type="checkbox"/> Not Applicable
Lack of certified and skilled applicants	<input type="checkbox"/> Did not Contribute <input type="checkbox"/> Slightly Contribute <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Contribute <input type="checkbox"/> Strongly Contribute <input type="checkbox"/> Not Applicable
Government/legislation/policy	<input type="checkbox"/> Did not Contribute <input type="checkbox"/> Slightly Contribute <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Contribute <input type="checkbox"/> Strongly Contribute <input type="checkbox"/> Not Applicable
Applicants attitude	<input type="checkbox"/> Did not Contribute <input type="checkbox"/> Slightly Contribute <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Contribute <input type="checkbox"/> Strongly Contribute <input type="checkbox"/> Not Applicable
Other	<input type="checkbox"/> Did not Contribute <input type="checkbox"/> Slightly Contribute <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Contribute <input type="checkbox"/> Strongly Contribute <input type="checkbox"/> Not Applicable
Other (please specify)	TEXT

7.3 PLEASE INDICATE WHETHER YOUR FIRM IS CURRENTLY INVOLVED IN PROVIDING TRAINEESHIP / APPRENTICESHIP /INTERNSHIP ATTACHMENTS

Please indicate whether your firm t is currently involved in providing traineeship / apprenticeship /Internship attachments.	<input type="checkbox"/> Traineeship <input type="checkbox"/> Internship <input type="checkbox"/> Apprenticeship
Please indicate whether your firm recruits Graduates of the following local institutions.	<input type="checkbox"/> Secondary School <input type="checkbox"/> Sir Arthur Lewis Community College (SALCC) <input type="checkbox"/> UWI <input type="checkbox"/> CARE (Centre for Adolescent Renewal and Education)

	<input type="checkbox"/> NSDC (National Skills Development Center) <input type="checkbox"/> Vieux Fort Post Secondary Programme <input type="checkbox"/> Monroe College <input type="checkbox"/> NELP (National Enrichment and Learning Programme) <input type="checkbox"/> Other (Specify) <input type="checkbox"/> Not Applicable
Other Institution (Specify)	TEXT

7.4 PLEASE RATE ON A SCALE OF 1 TO 5 THE RELEVANCE OF THESE INSTITUTIONS' TRAINING PROGRAMMES TO YOUR BUSINESS NEEDS

Secondary School	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
Sir Arthur Lewis Community College (SALCC)	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
UWI (University of the West Indies)	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
CARE (Centre for Adolescent Renewal and Education)	<input type="checkbox"/> Not Relevant

	<input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
NSDC (National Skills Development Center)	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
Vieux Fort Post Secondary Programme	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
Monroe College	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
NELP (National Enrichment and Learning Programme)	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable
Other service providers	<input type="checkbox"/> Not Relevant <input type="checkbox"/> Slightly Relevant <input type="checkbox"/> Neutral/Uncertain <input type="checkbox"/> Relevant <input type="checkbox"/> Strongly Relevant <input type="checkbox"/> Not Applicable

7. 5 Would you agreed to your firm being accredited as a Work Placement centre to support TVET / CVQ Training for the Government of Saint Lucia?

Yes _ No _not sure _

Yes	
No	
Other Please explain	

SECTION 8: COMPETENCIES OF PERSONS EMPLOYED WITHIN THE LAST 12 MONTHS

ON A SCALE OF 1 TO 5, WHERE 1 IS DISAPPOINTING AND 5 EXCELLENT. PLEASE RATE THE PERFORMANCE OF GRADUATES FROM THE FOLLOWING INSTITUTIONS.

Newly employed secondary school graduates	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed Sir Arthur Lewis Community College (SALCC)	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed Monroe College Graduates	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good

	<input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed UWI Graduates	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed CARE (Centre for Adolescent Renewal and Education) graduates	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed graduates for NSDC	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed graduates from Vieux Fort Post Secondary Programme	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed graduates from NELP	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Newly employed graduates from other training providers	<input type="checkbox"/> Disappointing <input type="checkbox"/> Fair <input type="checkbox"/> Good

	<input type="checkbox"/> Very Good <input type="checkbox"/> Excellent <input type="checkbox"/> Not Applicable
Please specify the challenges you encounter with the new employees (Select your top three)	<input type="checkbox"/> Poor Work Ethic <input type="checkbox"/> Not Punctual <input type="checkbox"/> Poor Writing Skills <input type="checkbox"/> Poor Customer Relations Skill <input type="checkbox"/> Poor Decision-Making Ability <input type="checkbox"/> Poor Technical Skills <input type="checkbox"/> Poor Interpersonal Skills <input type="checkbox"/> Other Deficiencies (Specify) <input type="checkbox"/> No Deficiencies
Other Deficiencies (Specify)	TEXT

SECTION 9: EMPLOYABILITY SKILLS OF EMPLOYEES

9.1. How would you rate the following employability skills in terms of their importance ?

1) Literacy Skills	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
2) Numeracy and quantitative Skills	<input type="checkbox"/> Not at all Important

	<input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
3) Communication Skills	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
4) Computer Skills	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
5) Interpersonal Skills	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
6) Problem Solving Skills	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
7) Decision Making Skills	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
8) Adaptability (being able to adapt to changes and manage multiple tasks)	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
9) Strong work ethic	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important

	<input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
10) Emotional intelligence (is the ability to identify, assess, and control the emotions of oneself, of orders, and of groups)	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
11) Ability to plan, organize and prioritize work	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
12) Customer Service	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
13) Project management Skills	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
14) Practical and theoretical knowledge of the trade/ occupation	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important
15) General business skills (Understanding the costs, profits, markets and added-value of the company and how these contribute to the success of the company)	<input type="checkbox"/> Not at all Important <input type="checkbox"/> Slightly Important <input type="checkbox"/> Important <input type="checkbox"/> Fairly Important <input type="checkbox"/> Very Important

16) To what extent is the C/NVQ certification used as a criterion for employment in your establishment?	<input type="checkbox"/> Not being used at all <input type="checkbox"/> To some extent <input type="checkbox"/> To a great extent <input type="checkbox"/> Not aware <input type="checkbox"/> Not recognized <input type="checkbox"/> Not applicable (already have certification)
17) Are you satisfied with the performance of persons with C/NVQ qualifications?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
17 a) If "Yes" or "No" was selected please give reason for your response.	TEXT

SECTION 10: FORECAST OF JOB POSITIONS REQUIRED in 5 YEARS

10.1. What change do you expect in your employment size over the next 5 years?

YEAR	1. Increase /Nos	2. Decrease/Nos	3. No Change	4. Don't Know
2025	<input type="checkbox"/> 1____	<input type="checkbox"/> 2____	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2026	<input type="checkbox"/> 1____	<input type="checkbox"/> 2____	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2027	<input type="checkbox"/> 1____	<input type="checkbox"/> 2____	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2028	<input type="checkbox"/> 1____	<input type="checkbox"/> 2____	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2029	<input type="checkbox"/> 1____	<input type="checkbox"/> 2____	<input type="checkbox"/> 3	<input type="checkbox"/> 4

10.2 What change do you expect in your establishment's request for foreign workers over the next 5 years?

YEAR	1. Increase	2. Decrease	3. No Change	4. Don't Know
2025	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2026	<input type="checkbox"/> 1_____	<input type="checkbox"/> 2_____	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2027	<input type="checkbox"/> 1_____	<input type="checkbox"/> 2_____	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2028	<input type="checkbox"/> 1_____	<input type="checkbox"/> 2_____	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2029	<input type="checkbox"/> 1_____	<input type="checkbox"/> 2_____	<input type="checkbox"/> 3	<input type="checkbox"/> 4

10.3 Does your establishment have plans to use Artificial Intelligence and Machine Learning technology in your workplace over the next one to three years?

Yes_ No_ If yes please explain.

Example

Category	Answer
A.I (Artificial Intelligence)	
Bots	
Machine learning	
Big data	
Other, please specify	
I do not know what Artificial Intelligence and Machine Learning technology is.	