

Peel Halton



Workforce
Development
Group

Skills Matrix

About the Peel Halton Workforce Development Group

The Peel Halton Workforce Development Group (PHWDG) is a community-based, not-for-profit corporation that serves the Peel and Halton Regions. The PHWDG functions as a neutral broker of research, disseminator of information, and facilitator of collaborative partnership development. The PHWDG works with the community to identify trends and opportunities in the labour market environment which impact our workforce. We then nurture the ideas which emerge from our consultations and seek to develop partnerships to address these issues, to further help our community to thrive in our local economy. Operating as part of the Local Boards Network of Ontario, PHWDG is one of 26 local planning boards funded by the Ministry of Labour, Immigration, Training and Skills Development to conduct and distribute local labour market research and engage community stakeholders in a planning process that supports local solutions to local issues.

Acknowledgment

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Canada

EMPLOYMENT
ONTARIO

Ontario



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Introduction

The term “skills gap” is something that has often been heard in the news, among employers, and referenced as a barrier to employment. To improve the understanding of the types of skills needed by local employers, the Peel Halton Workforce Development Group created a matrix of the types of skills, education, experience, and wages associated with in-demand occupations that can be found in Peel and Halton Regions. Additionally, we have consulted with employers, educational institutions, service providers, and other stakeholders to create community skills definitions to foster a common awareness of gaps.

Based on their feedback, three categories of skills were created: **Foundational Skills**, **Soft Skills**, and **Technical Skills**. The category definitions and definitions of associated skills included in the matrix can be found in this report.

Methodology

To identify the top 50 most in-demand occupations in our regions, the Peel Halton Workforce Development Group examined job posting information from the [PEEL HALTON WORKFORCE HUB](#) platform, and analyzed results from monthly Skills Demand Reports. Then, the matrix of jobs most commonly posted and identified by employers was created, with information about the median wage, the types of skills, education, and experience needed for each. This resource will be a valuable asset to students as they prepare for their future, for recent graduates as they examine the opportunities in our region following graduation, and for jobseekers as they look to reconnect to the workforce.

*Peel Halton Workforce Hub is a set of digital tools designed for job seekers, employers, employment services providers, educators as well as training and skills development practitioners to get informed about Peel & Halton regions' labour market.

Definitions of Skills Types

Foundational Skills

Skills that provide a basis for work and lifelong learning, developed throughout one's life in settings both in and outside of formal education.

(Ex. Oral communication, written communication, computer use, document use, numeracy, problem solving, critical thinking, and decision-making)

Soft Skills

Character skills that enable individuals to perform effectively in their environment.

(Ex. Interpersonal, work ethic, time management, leadership, teamwork, attention to detail, adaptability, etc.)

Technical Skills

Skills related to performing a specific task, often taught in a formal or vocational setting.

(Ex. Truck driving, software development, blueprint reading, etc.)

Consulting with the relevant stakeholders on the skill categories and definitions allows for confidence in these community definitions and a better understanding of the skills mismatch in York Region.

Foundational Skills

Skills that provide a basis for work and lifelong learning, developed throughout one's life in settings both in and outside of formal education.

Oral Communications

Talking to others to convey information effectively and asking questions as appropriate.

Written Communication

Expressing oneself clearly in writing as appropriate for the needs of the audience.

Computer Use

Using a computer and applications or similar technology to complete daily tasks.

Numeracy

Aptitude in the use of numbers and ability to think in quantitative terms.

Document Use

Locating, interpreting, entering, and using text and/or visual information such as symbols, numbers, letters, and images in various formats.

Problem Solving

Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Critical Thinking

Using logic and reasoning to identify the strengths and weaknesses of solutions, conclusions, or approaches to problems.

Decision Making

Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Soft Skills

Character skills that enable individuals to perform effectively in their environment.

Interpersonal

Interacting pleasantly with and maintaining good working relationships with fellow staff, customers, clients, and others.

Attention to Detail

Being careful and thorough when completing work tasks.

Planning

Thinking about and organizing activities required to achieve a desired goal.

Leadership

Willingness to lead, take charge, and offer opinions and direction.

Conflict Resolution

Ability to find a peaceful and agreeable solution to a disagreement.

Teamwork

Working efficiently and effectively with others rather than alone.

Self-motivation

Taking on responsibilities and challenges and working with minimal supervision.

Technical Skills

Skills related to performing a specific task, often taught in a formal or vocational setting.

Analysis

Examining information and using logic to address issues and problems.

Marketing

Knowledge of methods for showing, promoting, and selling products or services.

Operations Management

Administration of business practices to create the highest level of efficiency possible within an organization.

Scheduling

Assigning an appropriate number of workers to tasks at a given time.

Report Writing

Creating an account or statement that describes an event, situation, or occurrence.

Supervising

Motivating, developing, and directing people as they work.

Recruiting

Knowledge of procedures for personnel selection, training, and compensation.

Computer Programming

Developing and implementing sets of instructions to enable a computer to perform a certain task.

Public Relations

Using a strategic communication process to build mutually beneficial relationships between organizations and their stakeholders or the general public.

Advising

Providing counsel or offering a suggestion.

Food Preparation

Making food for eating by selecting, measuring, and combining ingredients in an ordered procedure.

Personal Care

Attending to the physical needs of people who are disabled or unable to take care of themselves, including tasks such as bathing and cooking.

Machine Operation

Running specialized machines that perform a task.

Record-Keeping

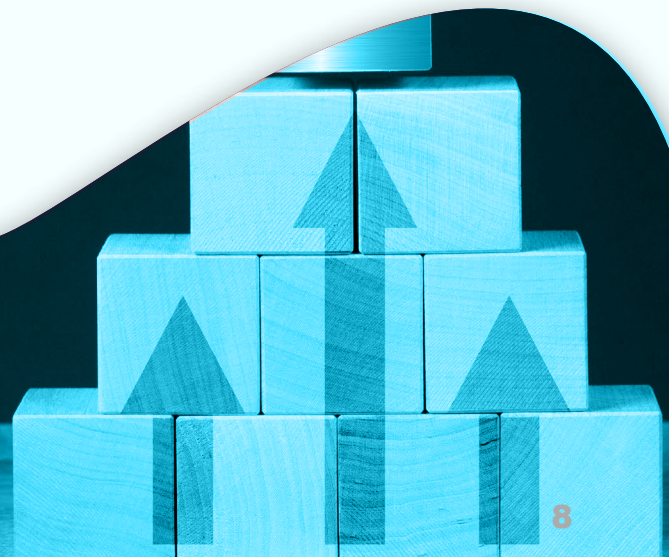
Maintaining the history of activities by entering data into ledgers or journals, filing documents, and other tasks.

Physical Aptitude

Lifting, holding, and moving items or standing on one's feet for long hours.

Truck Driving

The control and operation of a truck, often for long distances.



About the National Occupational Classification (NOC) Matrix

The National Occupational Classification (NOC) matrix provides an overview of the entire NOC structure. The occupations presented in the Skills Matrix report are identified using the NOC 2021 Version 1.0 that overhauls the “Skill Level” structure used in previous versions. This version uses a new categorization that represents the degree of Training, Education, Experience and Responsibilities (TEER) required for an occupation.

NOC Structure			TEER Categories					
			0 Management occupations	1 Occupations usually require a university degree	2 Occupations usually require a college diploma or apprenticeship training of two or more years; or supervisory occupations	3 Occupations usually require a college diploma or apprenticeship training of less than two years; or more than six months of on-the-job training	4 Occupations usually require a secondary school diploma; or several weeks of on-the-job training	5 Occupations usually require short-term work demonstration and no formal education
			Major Group					
Broad Occupational Categories	0	Legislative and senior management occupations	00					
	1	Business, finance and administration occupations	10	11	12	13	14	
	2	Natural and applied sciences and related occupations	20	21	22			
	3	Health occupations	30	31	32	33		
	4	Occupations in education, law and social, community and government services	40	41	42	43	44	45
	5	Occupations in art, culture, recreation and sport	50	51	52	53	54	55
	6	Sales and service occupations	60		62	63	64	65
	7	Trades, transport and equipment operators and related occupations	70		72	73	74	75
	8	Natural resources, agriculture and related production occupations	80		82	83	84	85
	9	Occupations in manufacturing and utilities	90		92	93	94	95

TEER 0

Management Occupations.

National Occupation Code & Title

10010 Financial Managers

- Controller – Financial Services
- Director – Financial Services
- Director of Accounting

Typical Experience:
Several years of experience

Median Hourly Wage: \$57.69

10022 Advertising, Marketing and Public Relations Managers

- Electronic Business (E-Business) Manager
- Internet Communications Manager
- Marketing Manager
- Media Relations Director

Typical Experience: 2 to 4 years

Median Hourly Wage: \$46.71

60020 Retail & Wholesale Trade Managers

- Fast Food Restaurant Manager
- Hotel Food & Beverage Service Manager
- Restaurant Assistant Manager

Typical Experience: 1 to 3 years

Median Hourly Wage: \$35.58

60030 Restaurant & Food Service Managers

- Fast Food Restaurant Manager
- Hotel Food & Beverage Service Manager
- Restaurant Assistant Manager

Typical Experience: 3 – 5 Years

Median Hourly Wage: \$19.23

Foundational Skills

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Critical Thinking
Decision Making

Oral Communication
Written Communication
Computer Use
Document Use
Decision Making

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Problem Solving

Oral Communication
Written Communication
Numeracy

Soft Skills

Interpersonal
Planning
Conflict Resolution
Leadership
Teamwork

Interpersonal
Planning
Leadership
Teamwork

Interpersonal
Planning
Conflict Resolution
Leadership
Teamwork

Interpersonal
Planning
Attention To Detail
Conflict Resolution
Teamwork

Technical Skills

Analysis
Operations Management
Report-Writing
Supervising
Recruiting
Advising

Analysis
Marketing
Operations Management
Report-Writing
Supervising
Recruiting
Public Relations
Advising

Operations Management
Scheduling
Supervising
Recruiting
Public Relations
Advising

Operations Management
Scheduling
Supervising
Public Relations

70010
Construction Manager

- Project Manager
- Construction Project Manager
- Project Coordinator

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$42.07

Oral Communication
Written Communication
Document Use
Numeracy
Problem Solving
Critical Thinking
Decision Making

Interpersonal
Planning
Attention To Detail
Leadership
Teamwork

Analysis
Operations Management
Scheduling
Supervising
Recruiting
Advising

70012
**Facility Operation
& Maintenance Managers**

- Maintenance & Service Superintendent
- Maintenance Manager
- Plant Maintenance Superintendent

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$38.46

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Problem Solving
Critical Thinking
Decision Making

Interpersonal
Planning
Attention To Detail
Teamwork

Operations Management
Report-Writing
Supervising
Advising

TEER 1

Occupations usually require a university degree.



**National Occupation
Code & Title**

21231
Software Engineers & Designers

- Application Architect
- Cloud Infrastructure Engineer
- Cloud Operations Engineer

Typical Experience: 1-2 Years

Median Hourly Wage: \$50.00

Foundational Skills

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Critical Thinking
Decision Making

Soft Skills

Planning
Attention To Detail
Teamwork

Technical Skills

Analysis
Operations Management
Report-Writing
Supervising
Computer Programming
Public Relations
Advising

11101 Financial & Investment Analysts

- Chartered Financial Analyst
- Financial Analyst
- Financial Services Research Associate
- Investment Analyst

Typical Experience: 1-5 Years

Median Hourly Wage: \$36.62

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Critical Thinking
Decision Making

Planning
Attention To Detail
Teamwork

Analysis
Operations Management
Scheduling
Report-Writing
Supervising
Recruiting
Computer Programming
Public Relations
Advising

11200 Human Resources Professionals

- Classification Officer – Human Resources
- Compensation Research Analyst
- Employee Relations Officer

Typical Experience: 2-3 Years

Median Hourly Wage: \$35.71

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Critical Thinking
Decision Making

Interpersonal
Planning
Attention To Detail
Conflict Resolution
Self-Motivation
Teamwork

Analysis
Marketing
Scheduling
Report-Writing
Supervising
Recruiting
Public Relations
Advising

11201 Professional Occupations in Business Management Consulting

- Business Management Consultant
- Business Methods Analyst
- Management Analyst

Typical Experience: 2-3 Years

Median Hourly Wage: \$41.35

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Decision Making

Interpersonal
Planning
Attention To Detail
Conflict Resolution
Leadership
Teamwork

Analysis
Marketing
Operations Management
Scheduling
Report-Writing
Supervising
Computer Programming
Public Relations
Advising

21222 Information Systems Specialists

- Computer Systems Analyst
- Informatics Consultant
- Information Systems Quality Assurance (QA) Analyst

Typical Experience: Entry – 3 Years

Median Hourly Wage: \$41.03

Oral Communication
Written Communication
Computer Use
Problem Solving
Critical Thinking

Interpersonal
Planning
Self-Motivation

Marketing
Operations Management
Supervising
Recruiting
Public Relations

21223 Database Analysts & Data Administrators

- Data Custodian
- Data Dictionary Administrator
- Data Warehouse Analyst

Typical Experience: 2-3 Years

Median Hourly Wage: \$41.44

Oral Communication
Written Communication
Computer Use
Problem Solving
Critical Thinking
Decision Making

Interpersonal
Attention To Detail
Conflict Resolution
Leadership

Analysis
Operations Management
Supervising
Recruiting
Computer Programming
Public Relations
Advising

21231
Software Engineers & Designers

- Application Architect
- Cloud Infrastructure Engineer
- Cloud Operations Engineer

Typical Experience: 1-2 Years

Median Hourly Wage: \$50.00

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Decision Making

Interpersonal
Attention To Detail
Conflict Resolution

Analysis
Report-Writing
Recruiting
Computer Programming
Advising

21300
Civil Engineers

- Construction Engineer
- Construction Project Engineer
- Environmental Engineer

Typical Experience: Entry-2 Years

Median Hourly Wage: \$37.44

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Decision Making

Interpersonal
Attention To Detail
Conflict Resolution

Analysis
Report-Writing
Recruiting
Computer Programming
Advising

21301
Mechanical Engineers

- Heating, Ventilation & Air Conditioning (HVAC) Engineer
- Mechanical Maintenance Engineer
- Robotics Engineer

Typical Experience: Entry-2 Years

Median Hourly Wage: \$42.31

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Decision Making

Interpersonal
Attention To Detail
Conflict Resolution

Analysis
Report-Writing
Recruiting
Computer Programming
Advising

21311
Computer Engineers (Except Software Engineers & Designers)

- Computer Hardware Engineer
- Fibre-optic Network Designer
- Hardware Circuit Board Designer

Typical Experience: Entry - 2 Years

Median Hourly Wage: \$40.87

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Decision Making

Interpersonal
Attention To Detail
Conflict Resolution

Analysis
Report-Writing
Computer Programming
Advising

31301
Registered Nurses & Registered Psychiatric Nurses

- Registered Nurse
- Palliative Registered Nurse
- Mental Health Nurse

Typical Experience: Entry - 3 Years

Median Hourly Wage: \$36.06

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Critical Thinking
Decision Making

Interpersonal
Planning
Attention To Detail
Conflict Resolution
Self-Motivation
Teamwork

Operations Management
Report-Writing
Public Relations
Advising

41221
Elementary School
& Kindergarten Teachers

- English as a Second Language Elementary School Teacher
- French as a Second Language Elementary School Teacher
- Kindergarten Teacher

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$43.27

41402
Business Development Officers &
Market Researchers & Analysts

- Business Development Officer
- Community Economic Development Consultant
- Economic Development Officer

Typical Experience: 1–3 Years

Median Hourly Wage: \$35.26

Oral Communication
 Written Communication
 Computer Use
 Document Use
 Numeracy
 Critical Thinking
 Decision Making

Interpersonal
 Planning
 Attention To Detail
 Leadership
 Teamwork

Scheduling
 Supervising
 Public Relations
 Advising

Oral Communication
 Written Communication
 Computer Use
 Document Use
 Critical Thinking

Interpersonal
 Planning
 Attention To Detail
 Leadership
 Teamwork

Analysis
 Operations Management
 Scheduling
 Report-Writing
 Supervising
 Computer Programming

TEER 2

Occupations usually require a college diploma or apprenticeship training of two or more years; or supervisory occupations.



National Occupation
Code & Title

12013
Supply Chain Supervisor

- Flight Crew Scheduling Supervisor
- Head Dispatcher
- Inventory Control Supervisor

Typical Experience: 2–4 Years

Median Hourly Wage: \$27.00

Foundational Skills

Oral Communication
 Written Communication
 Computer Use
 Document Use
 Problem Solving
 Critical Thinking
 Decision Making

Soft Skills

Interpersonal
 Planning
 Attention To Detail
 Leadership
 Teamwork

Technical Skills

Analysis
 Operations Management
 Scheduling
 Report-Writing
 Supervising
 Computer Programming
 Public Relations
 Advising

12102
Purchasing Agents & Officers

- Contracts Officer
- Material Management Officer
- Procurement Officer

Typical Experience: 1-3 Years

Median Hourly Wage: \$31.79

12200
Accounting Technicians & Bookkeepers

- Accounting Technician
- Bookkeeper
- Finance Technician

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$25.00

21234
Web Developers & Programmers

- Internet Site Developer
- Web Manager
- Web Programmer
- Website Developer

Typical Experience: 1-2 Years

Median Hourly Wage: \$31.25

22221
User Support Technicians

- Call Centre Agent – Technical support
- Client Support Representative – Systems
- Computer Help Desk Representative – Systems

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$28.85

32101
Licensed Practical Nurses

- Graduate Nursing Assistant
- Operating Room Technician
- Registered Nursing Assistant (R.N.A.)

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$29.00

42201
Social & Community Service Workers

- Aboriginal Outreach Worker
- Child & Youth Worker
- Community Development Worker

Typical Experience: Entry Level

Median Hourly Wage: \$25.64

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Problem Solving

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Critical Thinking
Decision Making

Oral Communication
Written Communication
Computer Use
Problem Solving
Critical Thinking
Decision Making

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Critical Thinking
Decision Making

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Critical Thinking
Decision Making

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Critical Thinking

Interpersonal
Planning
Attention To Detail
Teamwork

Attention To Detail
Teamwork

Interpersonal
Attention To Detail
Self-Motivation
Teamwork

Attention To Detail
Teamwork

Planning
Attention To Detail
Leadership
Self-Motivation
Teamwork

Interpersonal
Attention To Detail
Conflict Resolution
Leadership
Self-Motivation
Teamwork

Marketing
Operations Management
Computer Programming
Advising

Analysis
Report-Writing
Computer Programming

Analysis
Report-Writing
Computer Programming
Advising

Analysis
Report-Writing
Computer Programming
Public Relations
Advising

Analysis
Report-Writing
Public Relations
Advising

Analysis
Public Relations
Advising

TEER 3

Occupations usually require a college diploma or apprenticeship training of less than two years; or more than six months of on-the-job training.

National Occupation Code & Title

13100 Administrative Officers

- Project Administrator, Office
- Administrator, Customer Liaison

Typical Experience: 1-3 Years

Median Hourly Wage: \$27.00

33100 Dental Assistants

- Certified Dental Assistant
- Dental Laboratory Assistant
- Dental Technician Assistant

Typical Experience: 2-3 Years

Median Hourly Wage: \$23.00

33101 Medical Laboratory Assistants & Related Technical Occupations

- Medical laboratory aide
- Medical laboratory assistant
- Medical laboratory technician

Typical Experience: 1-2 Years

Median Hourly Wage: \$25.61

62200 Chefs

- Head Chef
- Master Chef
- Specialist Chef

Typical Experience: Entry Level

Median Hourly Wage: \$19.00

Foundational Skills

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Critical Thinking

Oral Communication
Written Communication
Computer Use
Document Use
Critical Thinking

Oral Communication
Written Communication
Computer Use
Document Use

Oral Communication
Written Communication
Numeracy
Decision Making

Soft Skills

Interpersonal
Planning
Attention To Detail
Self-Motivation
Teamwork

Interpersonal
Attention To Detail
Conflict Resolution
Teamwork

Interpersonal
Attention To Detail
Self-Motivation
Teamwork

Interpersonal
Planning
Attention To Detail
Self-Motivation
Teamwork

Technical Skills

Scheduling
Report-Writing
Public Relations

Scheduling
Advising
Personal Care
Record-Keeping

Scheduling
Advising
Personal Care
Record-Keeping

Supervising
Advising
Food Preparation

63102
Financial Sales Representatives

- Mortgage Specialist
- Financial Services Representative
- Financial Advisor

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$27.95

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Critical Thinking
Decision Making

Attention To Detail
Teamwork

Analysis
Marketing
Public Relations
Advising

72100
Machinists & Machining and Tooling Inspectors

- General Machinist
- Machine Shop Inspector
- Tooling Inspector

Typical Experience: 2–3 Years

Median Hourly Wage: \$26.00

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Problem Solving
Critical Thinking
Decision Making

Interpersonal
Attention To Detail
Self-Motivation
Teamwork

Analysis
Supervising
Machine operation
Blueprint Reading

73300
Transport Truck Drivers

- Long Haul Truck Driver
- Freight Truck Driver
- AZ Company Drivers

Typical Experience: Entry – 1 Year

Median Hourly Wage: \$24.36

Oral Communication
Written Communication
Document Use
Numeracy
Critical Thinking

Attention To Detail
Teamwork

Scheduling
Truck Driving



TEER 4

Occupations usually require a secondary school diploma; or several weeks of on-the-job training.

National Occupation Code & Title

14101 Receptionists

- Reception Concierge
- Office Reception Clerk

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$17.50

14200 Accounting & Related Clerks

- Accounts Payable Clerk
- Accounts Receivable Clerk
- Billing Clerk

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$22.31

14400 Shippers & Receivers

- Freight Receiver
- Freight Shipper
- Import Freight Clerk

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$19.00

14403 Purchasing & Inventory Control Workers

- Inventory Analyst
- Inventory Clerk
- Inventory Control Clerk

Typical Experience: Entry – 2 Years

Median Hourly Wage: \$23.50

Foundational Skills

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy

Oral Communication
Written Communication
Computer Use
Document Use
Numeracy
Problem Solving

Soft Skills

Attention To Detail
Teamwork

Interpersonal
Planning
Attention To Detail
Self-Motivation
Teamwork

Interpersonal
Planning
Attention To Detail
Conflict Resolution
Self-Motivation

Planning
Teamwork

Technical Skills

Scheduling
Record-Keeping
Physical Aptitude

Report-Writing
Record-Keeping
Physical Aptitude

Record-Keeping
Physical Aptitude

Analysis
Recruiting
Computer Programming
Public Relations
Advising
Record-Keeping

44101
Home Support Workers |
Housekeepers & Related
Occupations

- Personal Support Worker
- Domestic Housekeeper
- Assisted Living Caregiver

Typical Experience: Entry – 1 Year

Median Hourly Wage: \$18.00

Oral Communication
Numeracy
Decision Making

Interpersonal
Attention To Detail
Self-Motivation

Personal Care
Record-Keeping
Physical Aptitude

64101
Sales & Account Representatives
Wholesale Trade (Non-Technical)

- Advertising Time Sales Representative
- Food Products Sales Representative
- Freight Sales Agent

Typical Experience: Entry – 1 Year

Median Hourly Wage: \$26.50

Oral Communication
Written Communication
Computer Use
Document Use
Problem Solving
Critical Thinking

Planning
Attention To Detail
Teamwork

Analysis
Marketing
Public Relations
Advising

64100
Retail Salespersons

- Clothing Salesperson
- Department Store Clerk
- Retail Sales Associate

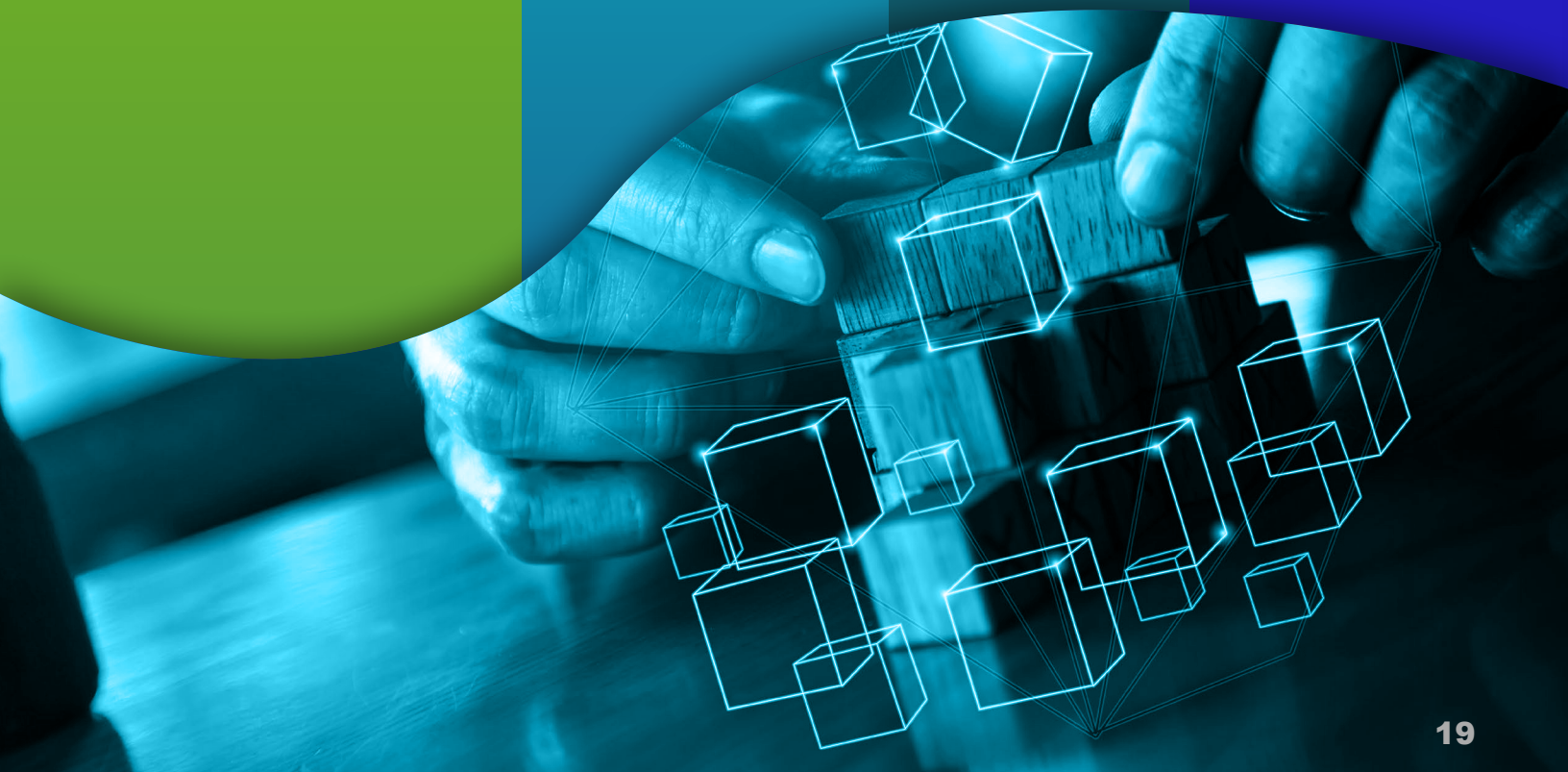
Typical Experience: Entry – 1 Year

Median Hourly Wage: \$16.00

Oral Communication
Written Communication
Problem Solving

Interpersonal
Attention To Detail
Self-Motivation
Teamwork

Public Relations
Advising



TEER 5

Occupations usually require short-term work demonstration and no formal education.

National Occupation Code & Title

65100 Cashiers

- Box Office Cashier
- Cafeteria Cashier
- Grocery Store Cashier

Typical Experience: Entry – 1 Years

Median Hourly Wage: \$16.00

65102 Store Shelf Stockers | Clerks & Order Fillers

- Fulfillment Associate
- Produce Clerk
- Shelf Stocker – Retail
- Supermarket Clerk

Typical Experience: Entry – 1 Years

Median Hourly Wage: \$16.00

65200 Food & Beverage Servers

- Banquet Server
- Captain Waiter / Waitress
- Waiter / Waitress

Typical Experience: Entry – 1 Year

Median Hourly Wage: \$16.00

65201 Food Counter Attendants | Kitchen Helpers & Related Support Occupations

- Bartender Helper
- Bus Boy / Girl
- Fast-food Preparer

Typical Experience: Entry – 1 Years

Median Hourly Wage: \$16.00

Foundational Skills

Oral Communication
Written Communication
Document Use
Numeracy
Problem Solving
Critical Thinking
Decision Making

Oral Communication
Written Communication
Document Use
Problem Solving
Critical Thinking
Decision Making

Oral Communication
Numeracy

Oral Communication
Written Communication
Numeracy
Problem Solving

Soft Skills

Interpersonal
Planning
Attention To Detail
Conflict Resolution
Leadership
Self-Motivation
Teamwork

Interpersonal
Planning
Attention To Detail
Conflict Resolution
Leadership
Self-Motivation
Teamwork

Interpersonal
Attention To Detail
Teamwork

Interpersonal
Teamwork

Technical Skills

Analysis
Marketing
Operations Management
Public Relations
Advising

Marketing
Operations Management
Scheduling
Supervising
Public Relations
Advising

Public Relations
Food Preparation

Public Relations
Advising
Food Preparation

65312
Janitors, Caretakers & Heavy-Duty Cleaners

- Building Caretaker
- Custodian
- Industrial Cleaner

Typical Experience: Entry - 2 Years

Median Hourly Wage: \$21.00

Oral Communication
Written Communication
Decision Making

Interpersonal
Planning
Teamwork

Operations Management
Scheduling
Physical Aptitude

75101
Material Handlers

- Forklift Driver
- Material Handler
- Warehouse Associate

Typical Experience: Entry Level

Median Hourly Wage: \$17.83

Oral Communication
Numeracy

Attention To Detail
Self-Motivation

Machine Operation
Physical Aptitude

75110
Construction Trades Helpers & Labourers

- Construction Labourer
- Renovation Carpenter Helper
- Concrete Labourer

Typical Experience: Entry Level

Median Hourly Wage: \$22.00

Oral Communication
Numeracy

Attention To Detail
Self-Motivation

Machine Operation
Physical Aptitude

85121
Landscaping & Grounds Maintenance Labourers

- Grounds Maintenance Worker
- Lawn Mowing Worker
- Landscape Labourer

Typical Experience: Entry Level

Median Hourly Wage: \$18.50

Oral Communication
Numeracy

Attention To Detail
Self-Motivation

Machine Operation
Physical Aptitude

95106
Labourers in Food & Beverage Processing

- Food Processing Labourer
- Meat Packager
- Production Helper - Food & Beverage Processing

Typical Experience: Entry Level

Median Hourly Wage: \$16.00

Oral Communication
Numeracy

Interpersonal
Attention To Detail
Self-Motivation

Machine Operation
Physical Aptitude

95109
**Other Labourers in Processing,
Manufacturing & Utilities**

- Bindery Helper
- Box Packer
- Machine Packager

Typical Experience: Entry Level

Median Hourly Wage: \$16.00

Oral Communication
Written Communication
Numeracy

Interpersonal
Attention To Detail
Self-Motivation
Teamwork

Machine Operation
Blueprint Reading
Physical Aptitude





Skills Matrix

Peel Halton  Workforce
Development
Group

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