
Cedefop employer survey on skill needs in Europe

Background questions (Module 1) – An introduction

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Content of Module 1

- Basic background questions on the establishment/local unit (type of establishment, sector of activity, workforce size)
- Skill identification and training activities
- Selection of an occupational group for the modules 2 & 3
- Characterisation of the selected occupational group
- Analysis of vacancies for the selected occupational group

Questions (0 Intro):

- Q001: Introduction to the survey & identification of interviewee
- Many interviewer remarks about length of explanations to be given in the introduction (first contact: often switchboard)
- Interviewer proposals about how to identify respondent
- ➔ Reformulation of the introduction & additional hints on survey contents and aims now optional interviewer hints
- New text:

*“Good morning / afternoon, my name is ... from <INSTITUTE>. We are conducting a survey on behalf of Cedefop, the EU Centre for the Development of Vocational Training. The survey aims to identify changing skill needs at the workplace.
To this end, I would like to talk to the managing director or the person in HR that has the best overview of working tasks and skill needs of the employees in your establishment.”*

Questions (I):

- Q100a: Single-site or multi-site organisation
- Q100b: If multi-site: Headquarters or subsidiary?
- Aim of the questions: Identify potential problems with the selected sampling unit (= unit of response) “establishment/local unit”
- No problems with the unit “establishment” discovered in the pre-test & question hard to answer for public sector units
→ decision to delete these 2 questions for the pilot
- Q100c: Total number of employees on the payroll in the establishment/ local unit
Aims: verification of information from address source;
if <5 employees: interview filtered to end

Questions (II):

- Q101: Public or private sector? (criterion: government owned)
Aim: Identify potential differences between public & private units in task profiles & skill needs (partly different paths of vocational education)
- Q102/103: Verification of sector of activity from address source
 - Correct sector essential for selection of occupational group
 - Number of drop-outs depending on quality/ updatedness of address source information
 - If wrong sector: interview filtered to end

Decisions for pilot:

- ➔ Open-ended question on the correct sector (Q103) deleted
- ➔ List with sector details & related training in interviewer briefing

Questions (III):

- Q104: Main geographic market of the products or services of the organisation
Aim: Background factor explaining potential differences in task profiles and skill needs (→ maybe different conclusions according to targeted market)
- Q105: Review of skill needs for individual employees
- Q106: Training activities of the establishment (any employee in VET in past year)

Aim of these 2 questions:

Background variables

Proof whether employees in firms with an active training policy are better prepared to cope with current and newly emerging tasks

Process of selecting occupational groups (I): Question on identification of the group

- Q107: Identification of existing occupational groups (among the 5 groups pre-selected on base of LFS-data)

Asked to all

Q107

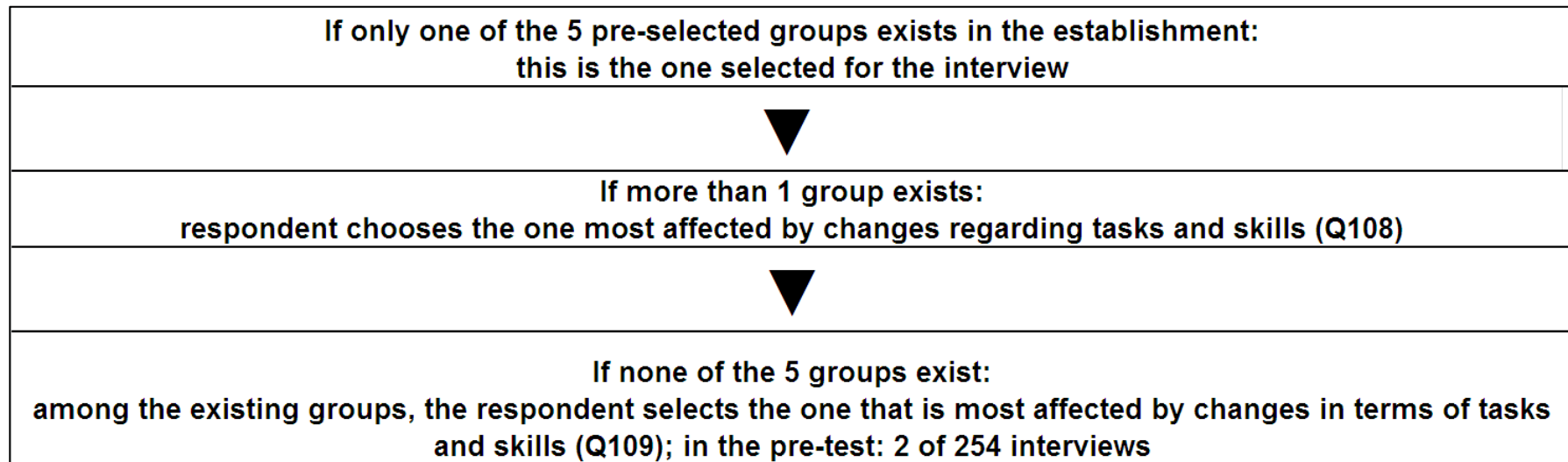
Please tell me for each of the following occupational groups whether or not they exist in your establishment:

	Does exist	Does not exist	Group remains unclear	DK	NA
	1	2	7	8	9
_1a < group 1* (e.g.: "Finance professionals")>	☐	☐	☐	☐	☐
_1b Show only if Q107_1a = 7 < group 1 example (e.g.: "Examples would be accountants, investment advisers or financial analysts" >	☐	☐	☐	☐	☐
_2a < group 2* (e.g.: "Information and communication technology operations and user support technician")>	☐	☐	☐	☐	☐
_2b Show only if Q107_2a = 7 < group 2 example (e.g.: "Examples would be ICT operations and user support technicians, web or computer network and systems technicians">	☐	☐	☐	☐	☐

Process of selecting occupational groups (II): Results

- Of 1.270 responses (5 occupational groups * 254 interviews = 1.270) to the single occupational group questions on the ISCO 3-digit level, 63 were “occupational group remains unclear”, 1 was “Don’t know”
- In these 63 cases, job examples derived from the ISCO 4-digit level were provided
- In 5 of these 63 cases, the occupational groups still remained unclear after having given the examples
- The answers of the type “group remains unclear” concentrate on NACE 84 (public administration, 19 cases) and are least frequent in NACE 47 (retail trade, 3 cases)
- All 5 cases that remained unclear even after the examples are from sector 28 (manufacturing of machinery and equipment), which is a sign that clustering sectors has its disadvantages (occupational groups in the cluster selected for NACE 29 (Manufacturing of motor vehicles))
- All in all a positive result, but: in cognitive pre-test, 29% said to have difficulties with some of the titles, 2% with all of them

Process of selecting occupational groups (III): Determination of the reference group for modules 2 and 3



Questions (IV):

- Q110-112: Characteristics of employees from the selected occupational group:
 - Size of the occupational group at the establishment
 - Age structure (% under 30 years and % 50 years or older)
- Q113: Hard to fill vacancies for the occupational group
- Q114 old: Open question on educational attainment requested from new recruits for the job proved not to work (>80% no answer)
- ➔ Q114 replaced by a sequence of closed questions (Q114 – Q116)
- Aim of the vacancy questions:
 - identification of jobs with a lack of applicants
 - analyse potential interrelations between job vacancies and the lack of skills (employees not well prepared for tasks)
 - ➔ deficiencies in vocational formation?

Questions (V): New set of closed questions on the requirements for the vacancies

Asked to all

Q114

When you recruit employees for <<group_select>>, do you require them to have a university degree?

- | | | | |
|---|-----|--------------------------|------------|
| 1 | Yes | ☐ | go to Q200 |
| 2 | No | ☐ | go to Q115 |

If Q114 = 2

Q115

Do you require them to have at least upper-secondary education or training qualifications?

- | | | | |
|---|-----|--------------------------|------------|
| 1 | Yes | ☐ | go to Q116 |
| 2 | No | ☐ | go to Q200 |

If yes

Q116

Do you require them to have vocational education and training, or general schooling or will either do?

- | | | | |
|---|-----------------------------------|--------------------------|------------|
| 1 | Vocational education and training | ☐ | go to Q200 |
| 2 | General schooling | ☐ | go to Q200 |
| 3 | Either will do | ☐ | go to Q200 |