
Pilot employer survey on skill needs in Europe – Pre-test

Module 2 – Generic tasks

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EXPERT WORKSHOP
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Module 2 - Generic tasks: features to be measured

Two dimensions for each generic task:

- Importance
- Current development of importance

If importance is increasing:

- Preparedness of workforce

Module 2 - Generic tasks: domains to be covered

- A reading
- B writing
- C mathematics
- D problem-solving
- E foreign language
- F manual dexterity
- G making speeches or presentations
- H working with a group or team
- I persuading or influencing others
- J providing emotional support or physical care
- K learning new things
- L adapting to new equipment or materials
- M instructing or teaching
- N reduce the use of raw materials, energy or water
- O limit pollution waste, environmental degradation or biodiversity loss
- P observing and applying rules and standards on environmental protection
- Q determining their own tasks, working methods and speed of work
- R setting objectives and planning resources
- S co-ordinating co-workers and their tasks
- T performing physically demanding tasks
- U level of computer use

Module 2 – Don't know/no answer/does not apply

Don't know and no answer: to be neglected

Does not apply: irrelevant or consistent

Q200/Q202/...../Q240: Importance of different generic tasks and skills

- Differences in importance between the occupations

Q201/Q203/ /Q241: Changes in importance of different generic tasks and skills

- „Static“ and „dynamic“ occupations
- High share of „increasing“
- Insertion of „substantially“ (to be discussed)?
- Country differences

Q241_cog1: Time period respondents had in mind when answering the questions on changes in importance of different tasks

Question Q241_cog1: What time period did you have in mind when answering the questions on whether a task is currently increasing or decreasing in importance? Were these mainly developments or changes ...

Basis: all establishments that require the use of computers (cognitive pre-test only)

Table contains data for all of the selected occupational groups.

In %		Total	First occupational group selected						
			Assemblers	Building frame and related trade workers	Sales, marketing and public relations professionals	Software and applications developers and analysts	Finance professionals	General office clerks	Nursing and midwifery associate professionals
Basis (unweighted)		128	13	13	9	17	12	16	21
What time period did you have in mind with respect to changes in importance?	That are ongoing and expected also for the near future	47	54	46	33	71	42	56	38
	Observable only now	5	-	8	11	6	8	6	5
	Of the recent weeks or months	12	8	8	11	-	25	13	19
	Of the last couple of years	31	31	38	44	12	25	19	33
	Different time periods, depending on the tasks	4	8	-	-	6	-	6	5
	Don't know	1	-	-	-	6	-	-	-
Total		100	100	100	100	100	100	100	100

Tab.A.72

Q241_cog2: Employees or jobs respondents were thinking of in answering the questions on the tasks of the occupational group

Question Q241_cog2: In answering the questions to the tasks of this occupational group: What employees or jobs were you thinking about?

Basis: all establishments (cognitive pre-test only)

Table contains data for all of the selected occupational groups.

In %		Total	First occupational group selected							First group not selected
			Assemblers	Building frame and related trade workers	Sales, marketing and public relations professionals	Software and applications developers and analysts	Finance professionals	General office clerks	Nursing and midwifery associate professionals	
Basis (unweighted)		128	13	13	9	17	12	16	21	27
What employees or jobs were you thinking about?	The majority of employees or jobs within the group	58	69	54	44	59	50	56	71	52
	Those jobs that I know best within the group	9	15	-	-	18	8	19	-	11
	jobs or employees within the group on average	30	15	46	44	24	42	19	24	37
	Other	2	-	-	11	-	-	6	5	-
Total		100	100	100	100	100	100	100	100	100

Tab.A.73

Q241_cog3: Difficulties in answering the questions on the tasks of the occupational group

Question Q241_cog3: Was answering the questions about the tasks of the occupational group...

Basis: all establishments (cognitive pre-test only)

Table contains data for all of the selected occupational groups.

In %		Total	First occupational group selected						
			Assemblers	Building frame and related trade workers	Sales, marketing and public relations professionals	Software and applications developers and analysts	Finance professionals	General office clerks	Nursing and midwifery associate professionals
Basis (unweighted)		128	13	13	9	17	12	16	21
Was answering the questions about the tasks...?	Easy	80	69	92	56	71	92	88	76
	Rather difficult	17	31	8	11	29	8	13	24
	Not possible at all	2	-	-	11	-	-	-	-
	Don't know	2	-	-	22	-	-	-	-
Total		100	100	100	100	100	100	100	100

Tab.A.74

Q242: Preparedness of employees concerning different generic tasks and skills

- Low absolute numbers → cautious interpretation needed
- High levels of preparedness
- Differences between sectors and occupations

Q243: Strategies of addressing the problem of being not well prepared

Question Q243: You have told me that employees in this occupational group are not well prepared for some of these increasingly important tasks. How is your establishment addressing this problem? Please name all that applies.

Basis: establishments where the selected occupational group is not well prepared for at least one task that is becoming more important
Table contains data for all of the selected occupational groups.

In %		Total	First occupational group selected						
			Assemblers	Building frame and related trade workers	Sales, marketing and public relations professionals	Software and applications developers and analysts	Finance professionals	General office clerks	Nursing and midwifery associate professionals
Basis (unweighted)		123	16	9	6	16	10	17	16
Percentage of positive answers out of the following options	Training of existing staff	75	75	67	83	75	90	82	81
	Internal reorganisation	66	63	56	50	69	70	65	63
	Recruitment of new staff with required skills	44	44	56	67	63	40	29	31
	Recruitment of new staff to be trained	33	56	33	33	31	60	18	31
	Other	8	13	11	-	6	-	12	13
	Don't know	1	-	-	-	-	-	-	-
	No answer	1	6	-	-	-	-	-	-
Total (multipunch)		228	263	222	233	244	260	206	219

Tab.A.96

Q243_cog: Criteria for classifying the occupational group as “not well prepared”

Question Q243_cog: What criterion did you use to classify the occupational group as "not well prepared" for some tasks?

Basis: establishments where the selected occupational group is not well prepared for at least one task that is becoming more important (cognitive pre-test only)

Table contains data for all of the selected occupational groups.

In %		Total	First occupational group selected							First group not selected
			Assemblers	Building frame and related trade workers	Sales, marketing and public relations professionals	Software and applications developers and analysts	Finance professionals	General office clerks	Nursing and midwifery associate professionals	
Basis (unweighted)		68	9	4	3	12	6	8	11	15
Percentage of positive answers out of the following options	Insufficient knowledge, skills and competences	47	56	75	67	42	67	38	36	40
	Insufficient experience	50	22	50	67	42	83	50	36	67
	Other	21	33	-	-	42	-	25	18	13
	Don't know	3	11	-	-	-	-	-	9	-
	No answer	-	-	-	-	-	-	-	-	-
Total (multipunch)		121	122	125	133	125	150	113	100	120

Tab.A.97

Summary

- Module 2 seems to be well understood by respondents
- Able to depict differences between occupational groups
- Able to differentiate between more „static“ and more „dynamic“ occupations
- Country differences
- Hints at some problems with the 3-digit level occupational groups