

According to a recent survey conducted by Pew Research Center, a large majority of Americans rank technical skills as critical to workplace success, including a detailed understanding of how to use computers, of which 85 percent rate as “extremely” or “very” important.³



MEETING THE INDUSTRY NEED

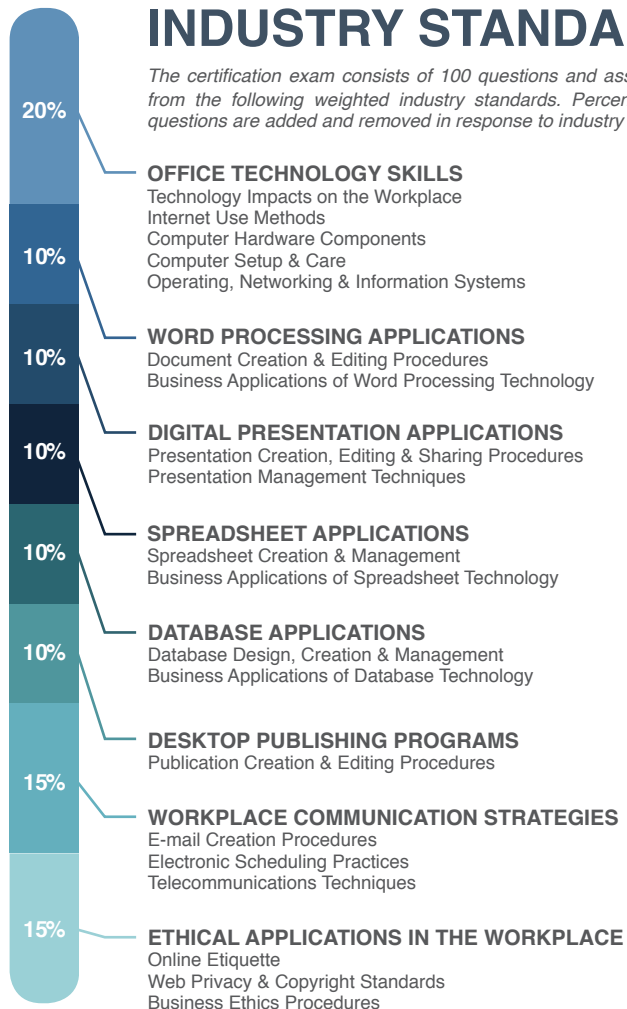
The Express Employment Professionals Business Office Technology Certification verifies individuals have acquired the **technical computer skills necessary to be competitive** in today’s modern workplace.

The certification **assesses industry-valued and industry-recognized standards produced by Express Employment Professionals**. A premier staffing agency in the U.S., Canada and South Africa, Express specializes in recruiting and placing highly-skilled professionals in a wide variety of industries, all of which require a basic knowledge of business office technology.

Those who earn the certification are more qualified and **prepared to implement core technology and business skills** in the workplace. Additionally, the certification allows employers to identify and connect with more skilled candidates, filling gaps in the labor market and jump-starting individuals’ careers.

INDUSTRY STANDARDS

The certification exam consists of 100 questions and assesses knowledge and skills from the following weighted industry standards. Percentages may vary slightly as questions are added and removed in response to industry trends.



ABOUT EXPRESS EMPLOYMENT PROFESSIONALS

Express Employment Professionals is a leading staffing provider in the U.S., Canada and South Africa. The company was founded in 1983 and has more than 800 franchise locations worldwide. The company’s long-term goal is to put a million people to work annually and currently, the organization employs more than 566,000 people annually.