

PAES[®]

Practical Assessment
Exploration System

REAL WORLD JOBS





Practical Assessment Exploration System

PAES Lab Replicates workplace setting



CAREER EXPLORATION

A VALID DATA-DRIVEN
TRANSITION ASSESSMENT

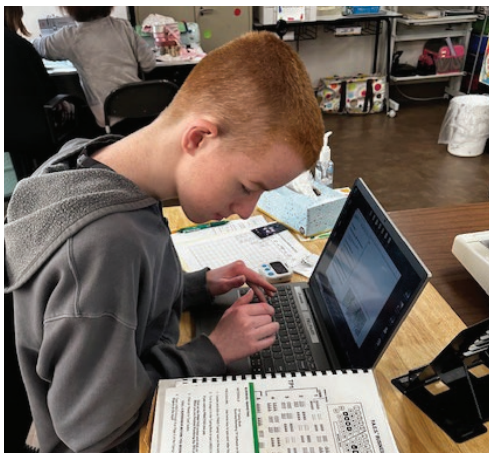
AN ASSESSMENT OF
EMPLOYMENT POTENTIAL

- Teachers become Supervisors
- Students become Employees
- Employees clock in and out
- And follow independent work procedures

“We can never really know what students can do until we give them a chance to try”

Judith D. Swisher,

PHD Author of PAES and PAES-Scan Scoring System





PAES REAL WORLD JOBS

A Stepping Stone to Entry-Level and Advanced Jobs

BUSINESS/MARKETING



File Clerk 
Administrative Assistant
Executive Assistant
Records Clerk (*Hospitals, Law Offices, Educational Institutions*)
***Paralegal**
***Office Manager**
Library Assistant
Library Technician



AB - Alphabetizing



**IF - Identification/
Filing**

Mailroom Clerk (*Large businesses, Educational Institutions, Hospitals*)
Postal Service Mail Sorter (*USPS, FedEx, UPS*)
Postal Clerk (USPS)



**NS - Numerical
Sorting**


Print Binding & Finishing Worker 
Office Machine Operator 



CO - Collating

**MC - Making
Change**



Cashier
Payroll & Timekeeping Clerk 
Counter Attendant
Teller
Cashier (*Retail Stores*)
Counter and Rental Clerk
Retail Salesperson
Fast Food Worker

**CR - Cash
Register**



Bookkeeping & Accounting Clerk 
Billing Clerk 
Payroll & Timekeeping Clerk 
Loan Clerk

**TK - Ten Key
Calculator**



Data Entry Keyer 
General Office Clerk 
Word Processor/Typist 

TP - Typing



*Jobs that may require additional training or experience.

 Green jobs





PAES REAL WORLD JOBS

A Stepping Stone to Entry-Level and Advanced Jobs

COMPUTER TECHNOLOGY



Data Entry Keyer (*Hospitals, Education, Manufacturing*)
General Office Clerk
Word Processor/Typist



DE - Data Entry
WD - Word Processing

Mailroom Clerk (*Large businesses, Educational Institutions, Hospitals*)
Postal Service Mail Sorter (*USPS, FedEx, UPS*)
Mail Carrier (*USPS*)
Courier/Messenger (*FedEx, UPS*)



MT - Mailing Technology

Photograph Processing Worker
Copy Machine Operator



DP - Digital Photos

EM - Email



General Office Clerk
Data Entry Keyer (*Hospitals, Education, Manufacturing*)
Dispatchers (*Emergency, Transportation*)

IT - Information Technology

IM - Information Management

Screen Printing (*Screen Printing, Custom T-Shirts, Embroidery*)
Web & Digital Interface Designer
Graphic Design

PP - PowerPoint



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PAES REAL WORLD JOBS

A Stepping Stone to Entry-Level and Advanced Jobs

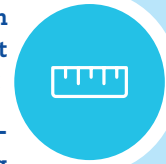
CONSUMER/SERVICE

Chef & Dinner Cook
Kitchen Supervisor
Kitchen Prep Worker
Short Order Cook
Barista
Baker (*Restaurant or Grocery Store*)
Meat Cutter/Butcher (*Grocery stores, Old World Meats, Stokke's Meat Market*)
Short Order Cook
Meat Cutter/Butcher



FM - Food Measurements
FW - Food Weights
FP - Food Preparation
KA - Kitchen Appliances

CM - Cloth Measurement
HS - Hand Sewing
MS - Machine Sewing
CC - Cloth Construction



Hand Sewing
Upholsterers
Furniture Repair
Shoe & Leather Worker & Repairers
Tailor/Dressmaker
Laundry and Dry Cleaning Worker
Sewing Machine Operator
Costume Attendant
Auto/Boat-Marine Upholster
Awning cover sewing/fabricator
Furniture Upholsterer

Waiter & Waitress
Bus Person
Food Service Worker
Dishwasher



FS - Food Service



HC - Housekeeping/Custodial



Custodian/Janitor
Housekeeper/Maid
Building Maintenance/Engineer
Vehicle Cleaner (*Auto Shops/Car Washes*)
Laundry and Dry cleaning Worker
Clothes Presser
Helper - Production Worker
Groundskeeper

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PAES REAL WORLD JOBS

A Stepping Stone to Entry-Level and Advanced Jobs

CONSTRUCTION/INDUSTRIAL



SM - Shop Measurement



MP - Metal Projects



EP - Electrical Projects



PI - Parts Identification



WB - Wrenches/ Bolts

SN - Screws/Nails
SS - Shop Saws
WP - Wood Projects

Auto Glass Installer
Construction Laborer
Carpenters Helper
Bricklayer & Stone Mason
Building Maintenance Worker
Surveyor
Drywall Installer

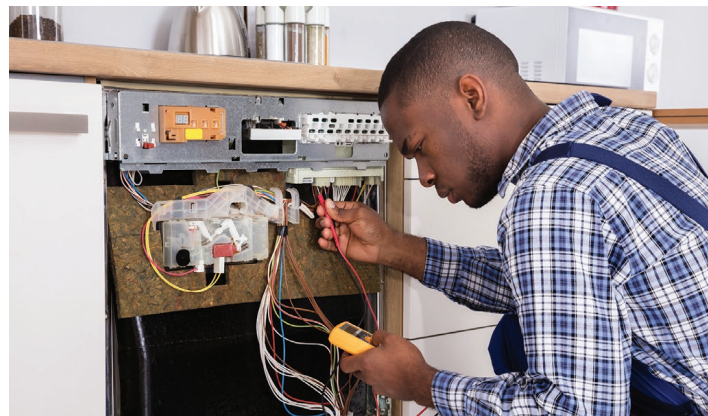
Construction Laborer
Carpenters Helper
Floor & Carpet Layers
Cement Mason
Solderer
Drywall Installer
Building Maintenance Worker
Machinist
Plumbing
Tire Repairs & Changers
Floor Sanding Machine
Layout Worker - Metal & Plastic

Heating & Cooling Assistant
Tool & Die Makers
Layout Worker - Metal & Plastic
Patternmaker - Metal & Plastic
Structural Metal Worker *or Assistant*

Electrician Assistant
Security & Fire Alarm Installers
Electric Motor, Power Tool, & Related Repairers
Apprentice Electrician at a solar installation company
Solar Photovoltaic Installers

Auto Parts Store Clerk *or Assistant*

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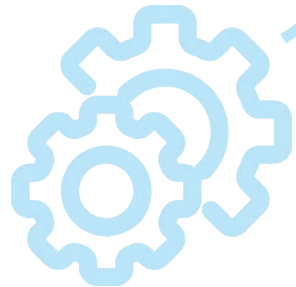





PAES REAL WORLD JOBS

A Stepping Stone to Entry-Level and Advanced Jobs

PROCESSING/PRODUCTION



Engine and Machine Assembly 
Tire Repairer & Changer



BA - Bolt Assembly
PD - Peg Design

Packaging and Order Filling
Stock Clerk (*Retail Stores, Gas Stations*)
Production, planning and expediting manufacturing



CA - Color Assembly

Assembly and Manufacturing Jobs
Jewelers Assistant
Locksmith
Coating, Painting, & Spraying
Machine Setters, Operators, & Tenders



FD - Form Design

PD - Peg Design



Assembly and Manufacturing Jobs 
Jewelers Assistant
Locksmith
Mechanic & Repairer Helper 

VP - Visual Perception



Assembly and Manufacturing Jobs 
Team Assembler 
Mechanical Drafters 
Tool Grinders, Filers and Sharpeners 

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