Workplace readiness training is one of five legally mandated pre-employment transition services (pre-ETS) listed in the Workforce Innovation and Opportunity Act (WIOA, 2014).

Workplace readiness refers to a core set of skills that are transferable across different job types and work situations.

Other names for workplace readiness skills are soft skills, job readiness skills, or employability skills.

Some examples of soft skills include communication and interpersonal skills, financial literacy, integrity, networking, orientation and mobility, problem solving and critical thinking, professionalism, teamwork, and workplace safety.

Soft skills are important for gaining and maintaining employment. They are highly valued by employers and associated with increased workplace performance.

A major reason that individuals with disabilities face higher rates of unemployment and under-employment is the lack of work-related soft skills.

Individuals with disabilities may have difficulty acquiring soft skills due to challenges with social communication skills, executive functioning (e.g., organizational skills, self-regulation), mobility, problem solving, and critical thinking.