Inventory of Employment/Training Issues

I. Education/Training

A. Did you complete high school or get a GED? ______________
   If not, what was the last grade you completed? ______________

B. Have you received any post-high school education or training? ______
   What? ____________________________
   Where? ___________________________ Did you complete the training? ____

C. What, if any, occupational license or skills certifications do you possess?
   (ex: LPN, welding, nurse aide, cosmetology, etc.) ______________

D. Are you currently attending any school, training, or educational classes?_______
   What? ____________________________ Where? ___________________________ 

E. What, if any, training or education would you require to attain a career goal and
   self-sufficiency? __________________________________________

II. Skills/Experience

A. What job experience and/or occupational skills do you currently possess?
   ____________________________________________________________

B. Do your skills/experience qualify you for employment at an adequate wage?____
   Do you have a disability or personal circumstances that do not allow your employment
   in previously held occupations? ____________________________
   If so, explain. ______________________________________________

C. Do you have experience and skills that are not marketable in the current labor
   market?_____ If so, explain. __________________________________

D. Are your skills/experiences marketable in the current labor marker?_____ If so, explain
   __________________________________________________________________

E. Do you possess good job search skills such as interviewing, completing applications,
   resume writing, etc.? ____ Explain: ________________________________

F. Have you encountered problems with supervisors/co-workers in the past?______
G. Have personal problems unrelated to the job interfered with employment in the past? ______ Explain. __________________________

H. Have you ever been fired? __________________________

III. Job Goals

A. What is your occupational goal? __________________________

B. What wage will you require to be self-sufficient? __________________________

C. Name three specific personal goals that you hope to achieve as a result of working.
   (ex: car, home, vacation, independence, pay bills, etc.)
   1. __________________________
   2. __________________________
   3. __________________________

IV. Occupational Preference – (Check all that apply.)

A. I like working with **data and information**. This includes factual information, numbers, specifications, research or data based information, codes, measurements, etc.
   Examples of this type of job may include accountant, bookkeeper, credit reporter, purchaser, claim adjuster, economist, etc.   Yes____ No _____
   Comments: __________________________

B. I like working with **people**. This includes working directly with people or helping people.
   Examples of this type of job may include social worker, teacher, nurse, policeman, waitress, receptionist, etc.  Yes_________ No _______
   Comments: __________________________

C. I like working with **things**. This includes working with machinery, office equipment, shovels,
tools, trucks, etc. *Examples of this type of job may include construction trades, air conditioning and heating technicians, auto mechanics, auto body repairers, electricians, welders, truck drivers, computer repairers, machinists, general labors, etc.*

Yes   No  ________

Comments: ________________________________________________________

Participant Signature  Date