

ARE YOU JOB READY?

Name: _____

Date: _____

Do you currently have?

1. Picture I.D. (DMV ID, driver's license, passport, military I.D. or alien registration card). Yes No
2. Social Security Card Yes No
3. Master Application - Neat & complete. Yes No
4. Updated résumé - Neat & complete copies on good stationary. Yes No
5. Three references from non-relative with permission. Yes No
6. Locate a suitable position to apply for. Yes No
7. Knowledge about "Networking/Job search". Yes No
8. Knowledge about employment interviewing. Yes No
9. Reliable transportation to work. Yes No
10. Arrange child care (if applicable). Yes No
11. High School Diploma or GED (if applicable). Yes No
12. Are you eligible for a work permit? Yes No