

Employment Assessment

Name of client:

Name of assessor:

Date completed:

Skills and assessment form completed? Yes No

What was your most recent paid job?

How long did your last job last?

0-12 weeks 13-26 weeks 6-12 months 1-5 years 5 years plus

Why did your last job finish?

End of contract Dismissal Left Redundancy Illness Family/caring

What have you been doing since your last job?

Looking for another job Not looking for another job Volunteering

Illness Family/caring Never worked

How would you go about getting a reference?

What do you feel you can offer an employer?

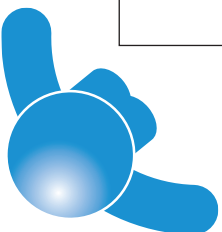
Do you have a CV? Yes Yes, but needs updating No

Are you confident at writing a covering letter for an interview? Yes No

Where do you look for vacancies?

What do you do in a typical week to find a job?

What is your motivation for finding a job?



Are you confident in interview? Yes No

How long ago was your last interview?

0-3 months 4-6 months 7-12 months more than 12 months

If you had a job starting next week, what would be your biggest concern?

Next steps. What's the plan?

