

JOB READINESS ASSESSMENT CHECKLIST

Consumer Robert L.

Agency Staff person M. Kavanaugh Employment Goal Employment as a dog groomer

Initial Date 7/27/13 Review Date (s) _____

Review Date (s) _____

Element	Support				Possible Solution / Comments/Vendors	Date Resolved
	N/A	Minimal	Moderate	Major		
VOCATIONAL GOAL		X				
MARKETABILITY OF SKILLS						
• Demonstrated Ability/ Skills			X		Has volunteered at Vet. Family has always had dog	
• Transferable Skills			X			
• Local Job Market Demand				X		
EDUCATION & TRAINING						
• Formal Education		X			Finished H.S. Training?	
• Skills Training				X		
• Certification of Skills				X		
EMPLOYMENT/ VOL. HISTORY						
• Recentness of Employment				X	no formal hx except volunteer	
• Extent of Job Experience				X		
• Job Stability	X					
• Reasons for Job Termination	X					
BASIC SKILLS						
• Literacy		X				
• Language		X				
• Skill with Numbers			X			
HEALTH						
• Physical Health			X		Early overwhelmed by multiple tasks	
• Emotional Health			X			

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	N/A	Minimal	Moderate	Major		
HEALTH (cont.-)						
• Drugs & Alcohol		X			Acton/success 1 AA	
• Violence & Harassment	X					
• Disability Awareness	X					
PSYCHO-SOCIAL SUPPORTS/NEEDS						
• Family Support	X				Strong family support no friends	
• Family Responsibilities	X					
• Social Support				X		
MOTIVATION						
• Internal Factors		X			high motivation	
• External Factors				X		
FINANCIAL STATUS						
• Budgeting Ability			X		has not had money to budget living at home	
• Impact of Work on Benefits				X		
• Financial Requirements of Job				X		
LEGAL ISSUES						
• Criminal History	X				Does not have license	
• Driving Record/Right to Work				X		
• Worker's Compensation		X				
MATERIAL SUPPORTS & NEEDS						
• Living Conditions		X				
• Residence		X				

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	N/A	Minimal	Moderate	Major		
• Transportation			X			
• Child Care	X					
• Telephone/Ans. Machine/TTY		X				
ACCOMMODATIONS						
• Physical Health	X					
• Drug & Alcohol		X				
• Emotional			X			
• Psycho-Social		X				
• Violence/ Harassment	X					
• Legal/ Discrimination	X					
• Material Supports & Needs	X					
• Specific Disability Needs	X					
RELIABILITY						
• Attendance		X				
• Flexibility		X				
• Relocation				X	Currently living at home	
• Hours/ Days Available to Work		X				
• Work Clothing/ Tools		X				
JOB SEEKING & KEEPING SKILLS						
• Application/Resume/Cover Ltr.			X		no resume	
• References				X		
• Self-Marketing Skills			X			
• Job Interview Skills			X			
• Appearance		X				