



JOB SEARCH ACTION PLAN

Student Name: _____
 Program: _____

SID: _____
 Career Goal: _____

I. Work Experience

- | | | | | |
|--------------------------------------|-----------|-----------|-----------------|------|
| A. Chosen field: | 1-3 years | 4-6 years | 7 or more years | NONE |
| B. Previous job/Industry Type: _____ | | | | NONE |
| C. Admin/Computer Experience: | 1-3 years | 4-6 years | 7 or more years | NONE |
| D. Customer Service Experience: | 1-3 years | 4-6 years | 7 or more years | NONE |
| E. Management Experience: | 1-3 years | 4-6 years | 7 or more years | NONE |
| F. Labor or Construction: | 1-3 years | 4-6 years | 7 or more years | NONE |
| G. Other _____ | 1-3 years | 4-6 years | 7 or more years | NONE |

II. Training Plan- Classes

Begin: _____ End: _____

A. Meet with Advisor-Completed Plan of Study? Yes Appt: _____

B. Job/Search/College & Career Classes

- Q1. _____
- Q2. _____
- Q3. _____
- Q4. _____ Resume Completed

III. Job Placement

Item	Start Date:	End Date:
Resume Review & Edit	_____	_____
Resume Distribution: Internet/Mail/Fax	_____	_____
Mock Interviews:	_____	_____

Employer/Job Title: _____ Wage: _____ Hours: _____

FOR OFFICIAL USE ONLY	COMPLETED?
Part I. Work Experience	YES NO
Part II. Training Plan- Classes	YES NO
Part III. Job Placement	YES NO
Other: _____	YES NO



PROFESSIONAL TECHNICAL STUDENT SUCCESS PROGRAMS Education Training Plan

For: _____
Last Name, First Name

Education Facility: **Skagit Valley College**

College Contact: **Jennifer Sadouk**

Telephone: **416-7975**

Education/Training Program Goal _____

Length of Program: _____ (circle one) Credits quarters weeks months

Program Start Date: Quarter _____, Year _____

Expected Program End Date: Quarter _____, Year _____

Employment Goal: _____

Approved by:

Prof Tech Student Success Date Student Signature Date