



6303 Wetzel Ave. Bldg. 1526  
Fort Carson, CO 80913 TEL (719) 526-0452

## EMPLOYMENT READINESS PROGRAM INTAKE FORM

### BACKGROUND INFORMATION

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Sponsors Name/DOB: \_\_\_\_\_

Rank: \_\_\_\_\_

Unit: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Is Spouse/client currently employed? NO: \_\_\_\_\_ YES: \_\_\_\_\_ Employer: \_\_\_\_\_

### ASSESSMENT

Arrival Date to Ft. Carson (mo/yr): \_\_\_\_\_ Previous Duty Station: \_\_\_\_\_

#### Client would like assistance with:

Resume Review: \_\_\_\_\_ Job Search Assistance: \_\_\_\_\_

Federal Resume: \_\_\_\_\_ Interview Preparation: \_\_\_\_\_

High School Diploma YES: \_\_\_\_\_ NO: \_\_\_\_\_ GED: \_\_\_\_\_

College Degree YES: \_\_\_\_\_ NO: \_\_\_\_\_ TYPE: \_\_\_\_\_

Licenses and/or Certifications Held: \_\_\_\_\_

Future Education Plans: \_\_\_\_\_

Work Experience: \_\_\_\_\_

Career Goals: \_\_\_\_\_

Interested in learning more about volunteer opportunities? YES: \_\_\_\_\_ NO: \_\_\_\_\_

NOTES: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_