



Name:	
Phone: (Please specify if it is a cell or not & do you text?)	Please fill out completely and with as much detail as possible so that when we meet I can provide you with the best possible recommendation for your resume/job search process.
Email address:	

Questionnaire

1. Please list at **least** three career fields or specific jobs that you would like to enter (starting with #1 as your most desired down to #3 as your least desired).

2. Please get specific for the three career fields you listed above, please list the top 3 jobs you desire in your most desired career field (starting with #1 as your most desired down to #3 as your least desired). For example, if mid-level management was your #1 desired career fields listed above, you would list specifically the types of jobs and where (if applicable) such as “account manager at a local bank” or “manager of all the call center representatives” etc.

3. How soon do you need a job? (For example, ASAP, within 3 months, you are flexible meaning if you got one now, you would move, please explain specific details for your answer).

4. What are your salary requirements for the career field that you desire?

5. What cities/states/counties do you want to have your job/career? Please list in order of preference.

6. What are the last 3 jobs you've applied for and where? (What companies?)

7. How did you find these jobs? How did you apply?

8. When was your last interview? (Date) Was it on the phone or in person?

9. What do you need assistance with? (Please circle all that apply)

Resume

Cover Letter

Job Leads

Interviewing

Assistance with LinkedIn

Deciding what career path to take

Career motivation sessions

Other: Please explain:

