Job Application

Summary
Students will learn how to fill out a job application correctly. Students will read and discuss appropriate measures that should be taken in filling out a job application. Students will fill a job application out and be assessed by their teacher.

Main Core Tie
Workplace Skills
Strand 1 Standard 3

Time Frame
1 class periods of 70 minutes each

Group Size
Individual

Life Skills
Employability

Materials
Job Application Quiz The Job Hunting Handbook by Dahlstrom Company Assignment Sheet #1 and #2

Intended Learning Outcomes
Students will learn how to fill out a job application correctly.

Instructional Procedures
See attachment for instructional procedures.

Bibliography
The Job Hunting Handbook by Dahlstrom Company

Authors
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