



Senior Community Service Employment Program (SCSEP)
ASSESSMENT

CURRENT JOB-SEARCH ACTIVITIES				
Last Name:	First Name:	MI:	SS# (last 4 digits):	Date:
Purpose in Seeking Assistance from SCSEP:				
How Long Unemployed:	Registered w/ One StopCenter: ☐ Y ☐ No		Last Contact:	
What have you been doing to find a job:				
EXPERIENCE (INCLUDING WORK, VOLUNTEER, HOME MAKING, ETC.)				
Job Title	Start/End Dates	Reason for Leaving	Duties	
EDUCATION AND TRAINING HISTORY				
How would you rate your skills in the following (if not English or if bilingual, specify language(s):				
Reading: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Not at All Language(s):				
Writing: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Not at All Language(s):				
Math: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Not at All				
Highest Grade Completed: (see intake form)				
Diplomas/Degrees Rec'd: (see intake form) ☐ GED ☐ HS ☐ AA ☐ BA/BS ☐ MA/MS ☐ PhD				
Certificates/Licensures:				
Other Training Rec'd:				
Training you would like to pursue:				
Have you sought out information on this training?				
Type of job this might lead to:				
Barriers to pursuing this training:				
Additional Comments:				



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JOB-RELATED SKILLS (PLEASE CHECK ALL THAT APPLY)

Office/Clerical:	Building/Maintenance:	Miscellaneous
☐ Typing WPM:	☐ Drywall	☐ Childcare
☐ Computer (Specify below)	☐ Painting	☐ Adult Care
☐ Filing	☐ Carpentry	☐ Animal Care
☐ Bookkeeping	☐ Maintenance	☐ Food Service/Handling
☐ Customer Service	☐ Mechanical	☐ Landscaping
☐ Telephone/Receptionist	☐ Forklift	☐ Driving
☐ Sales	☐ Packing/Shipping	☐ Teaching/Supervising

Please explain the above as necessary and tell us about any additional skills or talents you have:

Hobbies and/or Other Interests:

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BARRIERS TO EMPLOYMENT

Please tell us about any limitations you think might be a barrier to your securing unsubsidized employment These may include (but are not limited to) language, education, transportation, healthy, family situation:

☐ Language ☐ Education ☐ Transportation ☐ Health ☐ Family Situation ☐ Age ☐ Other

Please Explain:

SCSEP REPRESENTATIVE'S ASSESSMENT

Job-Search Skills that need to be learned/updated/reviewed:

☐ Resume ☐ Cover Letter ☐ Job search ☐ Interviewing ☐ Filling out applications ☐ Grooming

Possible Community Service Assignments to Meet Employment/Training Interests

1.
2.
3.

Classroom/Other Training to Assist Participant in Obtaining Unsubsidized Training:

Participant's Signature:	Date:
SCSEP Representative:	Title:
SCSEP Representative's Signature:	Date: