Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Job Profile Form**

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| --- | --- | --- |
| **Job title, position** |  | **Suggested Activity/Steps** |
|  |
| **Brief Description** |  | **Suggested Activity/Steps** |
|  |
| **Details** | Salary: hourly\_\_\_ weekly\_\_\_ monthly \_\_\_  PT□ FT □ Hours \_\_\_\_\_\_ Benefits □ Yes □ No | **Suggested Activity/Steps** |
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| --- | --- | --- |
| **Job required skills/abilities** | **My matching skills/abilities** | **Suggested Activity/Steps** |
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| **Job required experience** | **My experience** | **Suggested Activity/Steps** |
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| --- | --- | --- |
| **Job required education/training/certifications** | **My current education/training/certification** | **Suggested Plan** |
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| **Job required tools and technology knowledge** | **My required tools and technology knowledge** | **Suggested Plan** |
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| --- | --- |
| **My favorite work activity, I am best at..** | **Suggested Plan** |
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| --- | --- |
| **My perceived roadblocks:** | **Suggested Response** |
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