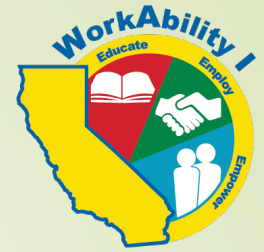


WorkAbility 1 2021-22

How to Choose and Get a Job

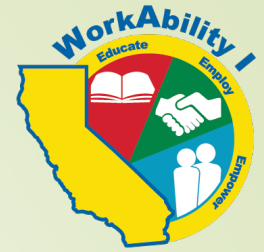




WorkAbility Program

- 14-22 Years-old in high school with current IEP
- Career Counseling, Resume and Application assistance, Interview practice
- Paid Work Experience
- 10 Hour Special Projects for 14-15 Year-olds
- Up to 45 hours for students 16+
- Referral services for the Department of Rehabilitation(DOR) for additional paid work experience opportunities
- Up to 85 hours for DOR students

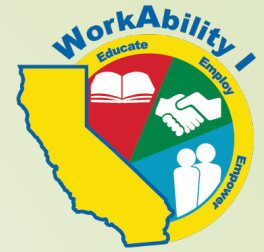




Eligibility

- Students must have the following:
 - Current IEP
 - Teacher Referral
 - 90% Attendance within the last 30 days
 - Ability to get a work permit
 - Grades, attendance and disciplinary status may apply per school policy



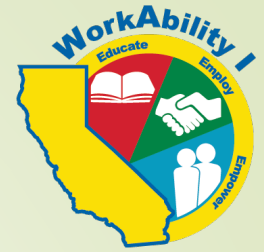


How to Apply

- Ask your teacher for a folder
- Fill out the folder with your teacher or parent
 - There are forms that must be signed by you and your parent
 - Fill out all forms in pen!
- Get applications from 3 businesses
- Create a resume

**WE'RE
HIRING!**

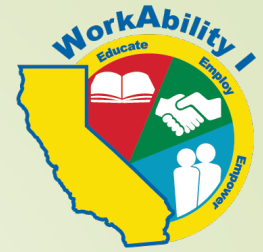




How to Apply

- ▶ You will also need the following documents, even if you worked last year:
 - ▶ Social Security Card (If you have a copy of your SSC, you can also use an original birth certificate in lieu of an original SSC, but you will still need to submit the copy)
 - ▶ Photo ID (can use your school record provided by your teacher if you do not have one)



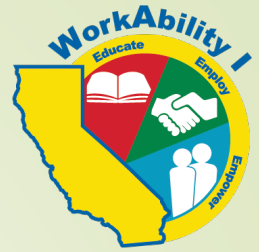


Placements

- Once folder is complete, your job developer will meet with you to discuss a placement
- You choose your top 3 choices for employment
- If one of your choices is available, then an interview is set up.

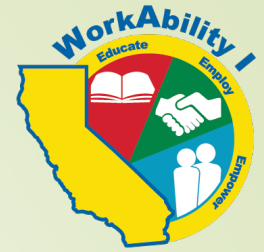


Employers



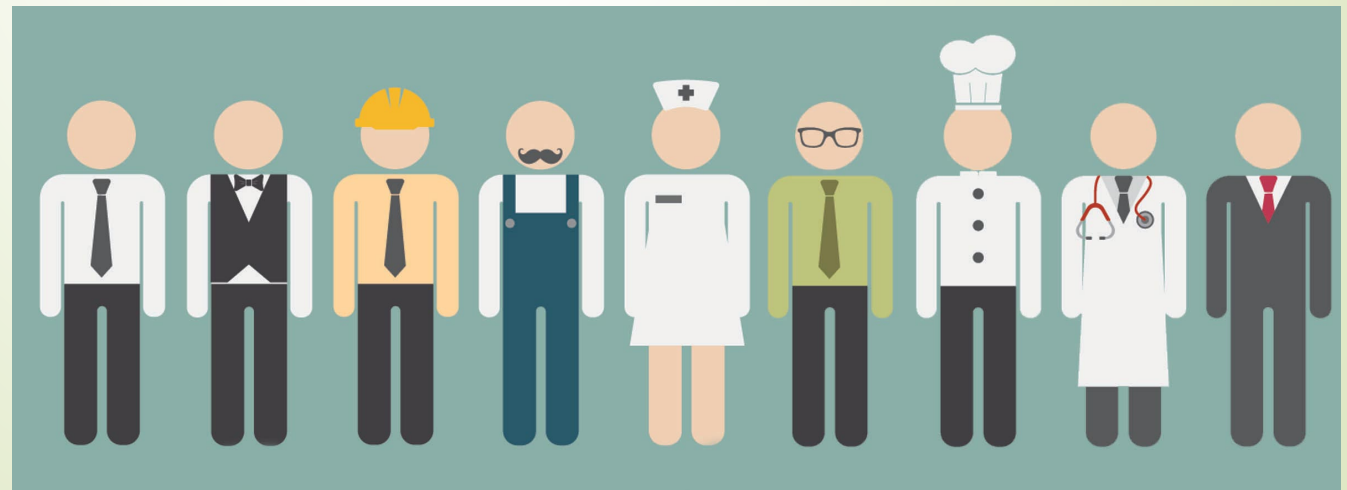
- ▶ We partner with many different employers in Butte County. These are just a few of the options:

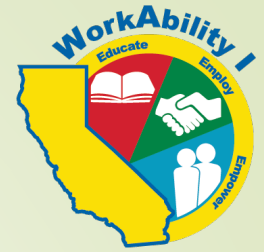




Getting a Job

- With so many choices – how do I choose?
- What is the first step?
- Who should I talk to?
- What if I don't know the answer on an application?



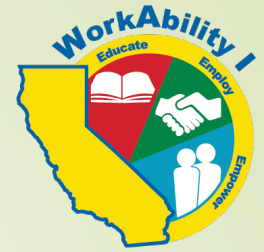


Choosing the Right Job?

- Choosing the “right” job can be tough
 - Skills you have
 - Interests
 - Abilities

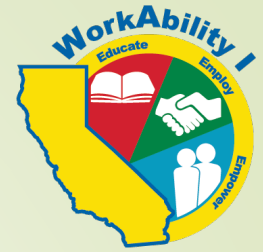


- Assessments can help you identify some of the areas you may be unsure of.



Steps to Getting the Job You Want

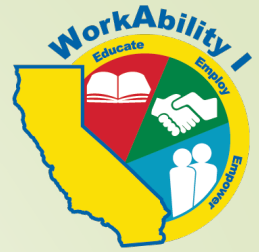
- Visit places you may want to work
- Job-shadow or do an internship to find out if it is what you thought it would be, and if it is really something you would like doing
- Turn in job applications
 - Dress nice
 - Smile!
 - Have an updated and professional resume
- Know why you want to work at a certain job or company



Application

- Applications should be filled out in pen
- Handwriting should be neat and legible
- References should be someone who knows your work ethic
 - Not family members if you can avoid it
- Know what hours you are available to work
 - Transportation?
- Can you get a work permit?
 - Grades
 - Attendance

Application



For PDE Use Only
EMPLOYEE #

EMPLOYMENT APPLICATION



Pizza Hut, Inc. or a Subsidiary or Franchise
An Equal Opportunity Employer

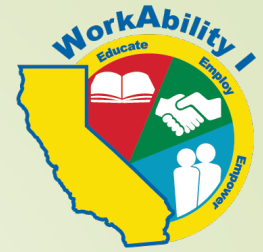
PLEASE PRINT CLEARLY

TO BE COMPLETED BY APPLICANT

PERSONAL INFORMATION

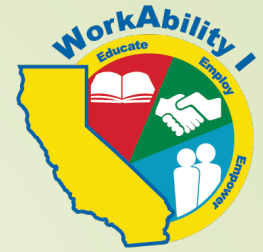
LAST NAME Last Name		FIRST NAME First Name		MI MI	SOC. SEC. NO. Social Security #		DESIRED POSITION(S) Position																										
STREET ADDRESS Address			BOX/APT. Box/Apt	HOME PHONE (806) 111-1111		CITY City		STATE ST	ZIP CODE 11111																								
Are You Under 21 years of age? Yes <input type="checkbox"/> No <input type="checkbox"/> If "Yes" list date of birth: MO. Day Yr.					Have you ever been convicted of a felony? Yes <input type="checkbox"/> No <input type="checkbox"/>																												
Have you ever been employed by Pizza Hut, Inc. or a Subsidiary or Franchise? <input type="checkbox"/> Yes <input type="checkbox"/> No					Employment Desired: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time																												
Name of Supervisor: Location:					HOURS AVAILABLE																												
If "Yes," please complete the following: Date of Employment From: To:																																	
Name at time worked: Date of termination: Reason for termination:					<table border="1"> <thead> <tr> <th></th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> <th>S</th> </tr> </thead> <tbody> <tr> <td>FROM</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TO</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						M	T	W	T	F	S	S	FROM								TO							
	M	T	W	T	F	S	S																										
FROM																																	
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I left Pizza Hut in good standing and have never been terminated from Pizza Hut or its Subsidiaries involuntarily: Yes <input type="checkbox"/> No <input type="checkbox"/> Falsification of this information will result in immediate termination.																																	
Do you have any relatives working for Pizza Hut, Inc. or a Subsidiary or Franchise? Yes <input type="checkbox"/> No <input type="checkbox"/>																																	
If "Yes," give name, relationship, department/location:																																	

EDUCATION (Name and address of school) Major No. of Years Attended Did you graduate? Degree



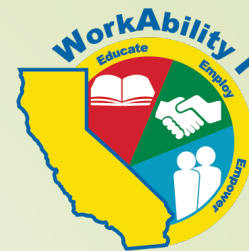
Interview

- Dress appropriately!
 - Wear nice pants/collared shirt for boys
 - Wear nice pants/skirt and blouse or dress for girls
- Show up early, but not too early...
- Be ready to talk about yourself
 - Interests
 - Hobbies
 - Why you want to work there
- Smile and be friendly!!! Attitude goes a long way to impressing future employers.



Starting a Job

- Be on time!
- Dress in the attire required for that employer
 - If you don't know, ask!
- Be respectful of the management or trainers
 - There is a lot to learn, don't be afraid to ask questions
 - They do not expect you to learn everything on the first day, try not to feel overwhelmed
- Enjoy yourself! The more you like what you do, the better chance you have of sticking with it!



WorkAbility 1

- Folders are due no later than May 6, 2022
- Need help or have questions:
 - Call 530-532-5922 or your job developer
- Have a great school year!