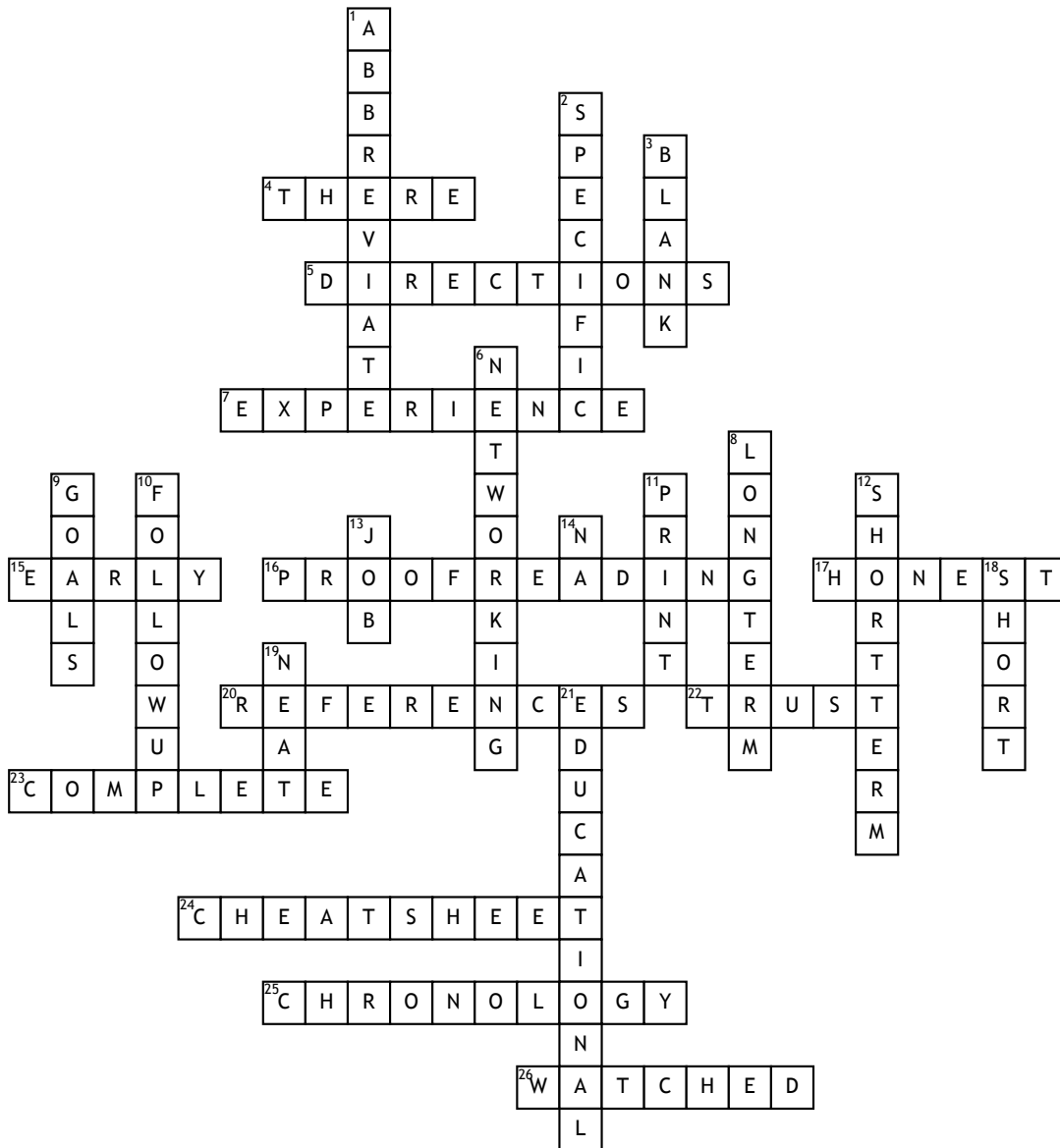Name: _____ Date: _____

Get a job!

Across

4. If you don't know where you are going, you won't know when you get

5. Read and follow all_____ on the application

7. Be short and specific while listing your work

15. Show up _____ for the job interview.

16. Checking over your application is called

17. Always be

20. Always ask before listing people as...

22. Use your probationary period to build ___ with your employer.

23. Addresses should be

24. Prepare a ___with dates of employments, employers, phone numbers before you start filling out the application

25. Your work history should be listed

26. Know that you will be ___ during your probation period.

Down

1. Do not ___ words on the application

2. Objectives on applications should be

3. Fill out every_____

6. Building a positive relationship with those who you are around is called.

8. Set _____ _____ goals.

9. ___ are things we set for ourselves to know where we are going

10. After an interview always ___ ___ with a thank you and a call to show interest.

11. If your cursive handwriting is not easy to read you may___ your answers.

12. Set _____ _____ goals

13. Job search is a

14. Answer if something doesn't apply to you.

18. Do not sell yourself ___. List all of the job experience you have.

19. Your hand writing should be easy to read and ___.

21. Include all of your _____ experiences you have gained while in classes.