



1517 Ellis St., Bldg. 1201
Fort Carson, CO 80913 TEL (719) 524-3816

EMPLOYMENT READINESS PROGRAM INTAKE FORM

BACKGROUND INFORMATION

Name: _____

DOB: _____

Sponsors Name/DOB: _____

Rank: _____

Unit: _____

Address: _____

Email: _____

Phone: _____

ASSESSMENT

Client would like assistance with:

Resume Review

Job Search Assistance

Federal Resume

Interview Preparation

High School Diploma: YES: NO: GED:

College Degree: YES: NO: TYPE: _____

Licenses and/or Certifications Held: _____

Future Education Plans: _____

Work Experience: _____

Career Goals: _____

NOTES: _____

Received: _____ By: _____