

Final Exam Project #1: JOB SEARCH

Directions Project Part One:

- ☑ Search **4** of the **5** sites on the previous pages.
- ☑ Look for a job you are already interested in and/or might be interested in.
- ☑ You may type in the links and/or find them on Mrs. Ritchey's curriculum page.
- ☑ **Spend the first half of today – about 25 minutes searching various careers and sites.**

=====

1. *Open up Microsoft Word. Put together a 1-2 two-page paper describing an occupation you might be interested in. You may cut and paste from various sites.*
 2. *Follow the format from the next page.*
 3. *Save the file in your H drive.*
 4. *Print out your final project. Make sure your name is on the paper and give it to your Home Group Teacher.*
 5. *This Job Search Project #1 is due by the MIDDLE of the class on Thursday.*
-
- ☑ *Put headings and/or a number before each of the 7 underlined areas in the list below for your specific occupation.*
 - ☑ Computer Days:
Wednesday . Dec. 8,
Thursday Dec. 9
Friday Dec. 10
 - ☑ If you are absent you are expected to complete this work on your own time.

Project Part One :Job Search

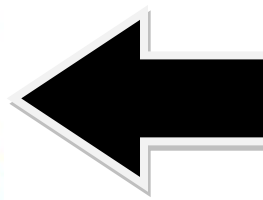
<p><i>Name of occupation:</i> _____</p> <ol style="list-style-type: none"> 1. Description of occupation/nature of work . What would you do weekly when doing this type of job? What are any health risks or hazards involved in this type of job? (Cite where you found the information) 2. Training and Education: a) What training or education do you need to start working at this type of job? (Cite where you found the information) 3. What type of <u>major</u>(s) would you have to take in order to do this job? Why would this major help you get the job you want? (Cite where you found this information) 4. Pay. a) What would you make the first year on this job? b) What is the pay you would expect after working this job for a number of years?] 5. Job Outlook: What are the future prospects for this career? (Site #3 has this information.) 6. Personal Statement: 6-8 sentence paragraph explaining why you personally would like this job. What are reasons why you think you are a good fit for this job? 	25 points
<p><i>On task during the class period, working individually to research and find out information concerning careers. You automatically receive 15 point for being on task. Your teacher may remove them if you are not on task.</i></p>	15 points
<p><i>Searched only sites necessary for this assignment. Going to any other site will result in loss of 10 points. No Games!</i></p>	10 points
<p>TOTAL POINTS FOR PART ONE Due Middle of Class on Friday, Dec. 9,2011</p>	50 POINTS

Site #1: Bureau of Labor Statistics

Exploring career information from the Bureau of Labor Statistics

Click on the link below:

- <http://www.bls.gov/k12/index.htm>
- **WHAT DO YOU LIKE?** Click area that matches what you like to do.



Click on possible careers and read about what the job is like. Find out about pay and future of the job.

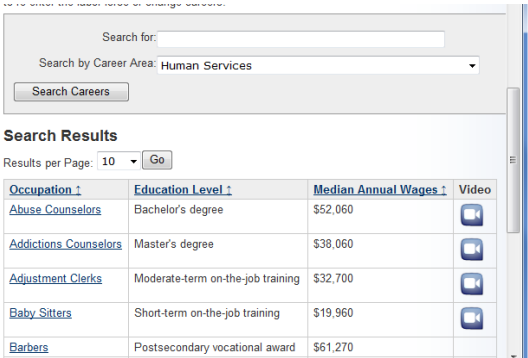
Site #2: Career CIS CLICK – explore over 700 occupations in the State of Illinois

<http://www.ides.illinois.gov/page.aspx?module=20&item=1000>



Type in an actual career you want to know more about and/or

Use the pull down menu to find an area you are interested in



You will get the

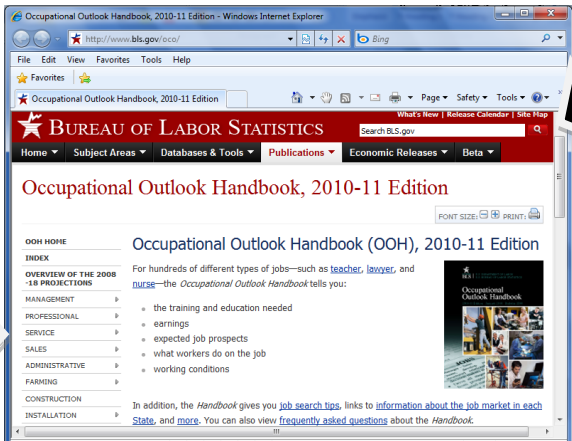
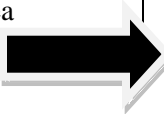
- Education Level
- Median Annual Wages
- Video



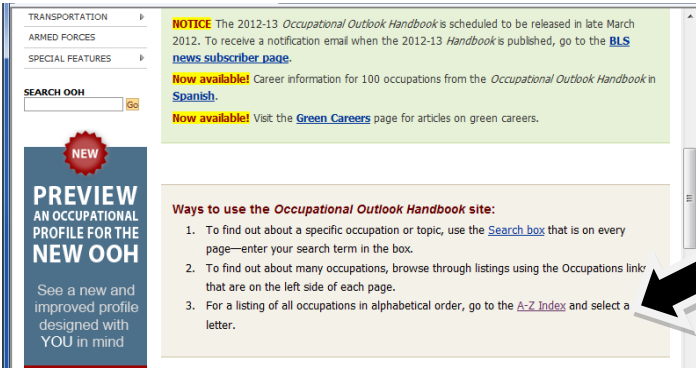
Site #3: U.S. Department of Labor: Occupational Outlook Handbook

- <http://www.bls.gov/oco/>

Choice #2:
Select any occupational area



Choice #1:
Type in name of career in the Search BLS box



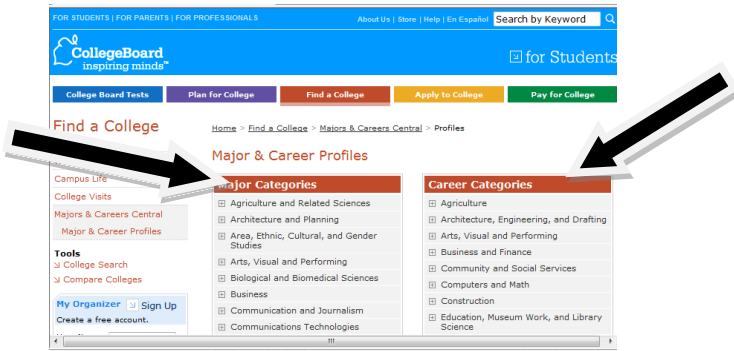
Choice #3:
Look down on the page click on the **A – Z Index**
To find 1000's of jobs



- All three choices will give you information about:
 - What the job is like
 - Education and Training
 - Pay
 - Future Job outlook

Site # 4: College Board Site: Major and Career Profiles

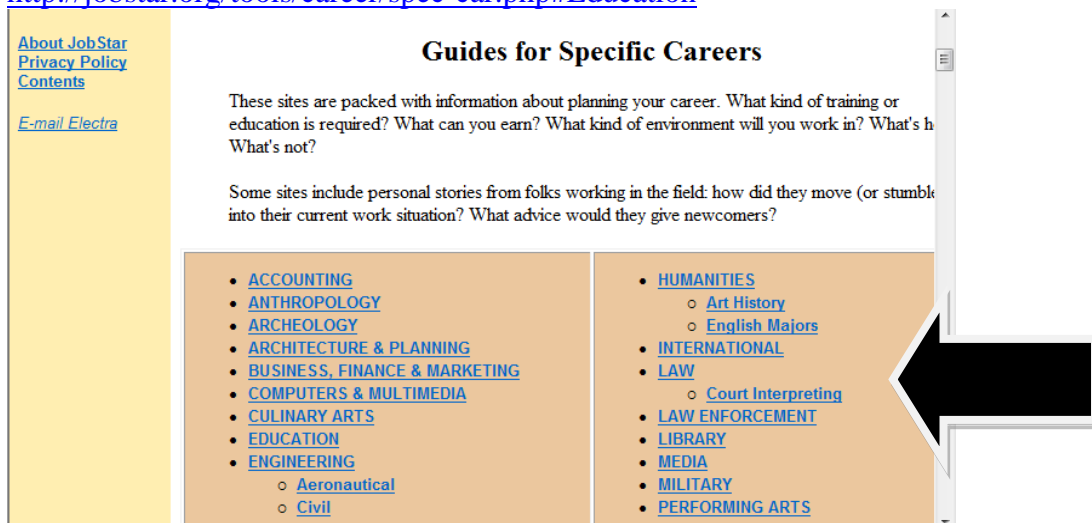
- http://www.collegeboard.com/csearch/majors_careers/profiles/index.html



- Click an area under **Major Categories** and/or **Career Categories**.
Example: When you click on SECURITY and PROTECTIVE SERVICES – you will find out information about areas such as Criminal Justice and Corrections, Fire Protection, Emergency Management and Homeland Security.

Site #5: JobStar Central – scroll down to GUIDES FOR SPECIFIC CAREERS

- <http://jobstar.org/tools/career/spec-car.php#Education>



- Excellent information on career which is linked to a good college which offers the program

Optional Information: Financial Aide



A Smart Student Guide to Financial Aide:

- <http://www.finaid.org/>
- Find information concerning *scholarships* as well as financial loans.