

COOPERATIVE WORK EXPERIENCE POTENTIAL JOB SITE QUESTIONNAIRE

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Phone: _____ Fax: _____

E-mail: _____

Type of Business: _____ # of Employees _____

1. Student's job title: _____

2. Is this position: Unpaid? Paid? Per hour: _____ Full-Time Part-Time

Please note: For unpaid positions, we ask sites to allow some flexibility for students around their class schedules.

3. Preferred work schedule: _____

4. What skills or abilities should the student to bring to your business (computer, technical, customer service, etc.)?

5. What specific work would you have the student do? You may attach a job description, and highlight relevant duties, if one is available. Is there a special project you want done? If so, please describe:

Other Comments?

Please scan and email, or mail this form to:

Rogue Community College
Cooperative Work Experience Office
Redwood Campus
3345 Redwood Highway
Grants Pass, OR 97527
jburkes@roguecc.edu
(541) 956-7066