Labour Market Research Package

The purpose for this labour market research is to assist you in making an informed career choice that will suit your personality and lifestyle. The best source of information to find out about a job or the demand for the career you are choosing is an employer.

As a result, you MUST complete the following:

- Contact a minimum of three (3) employers in the field or occupation you are training for and complete the labour market research form.
- Submit the completed forms with your application for funding.
- The forms MUST be included with your application. Failure to complete three (3) labour market information forms may result in a delay in assessing the application.

Remember that the purpose for this research is to learn and gather information about the career you are training for not to get a job.

An example of how you might say to the employer is:

“I am interested in training for a career in ________________ and I would like to learn and gather information about this career. I would like to know if we could meet or if we can talk right now so I can complete this research. It should only take about 10 to 15 minutes of your time and will help me make an informed decision about this career.”

Please complete and submit this package with your application as soon as possible to avoid any delay in processing your application.
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
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<tbody>
<tr>
<td>1. What are the typical duties of this job?</td>
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<tr>
<td>2. What skills are the most important for this job?</td>
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<tr>
<td>3. What are the hours of work? Is there Shift Work?</td>
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<tr>
<td>4. Is this type of work: full-time, part time, or seasonal?</td>
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<tr>
<td>5. What is the starting wage for this job?</td>
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<tr>
<td>6. What are the working conditions like?</td>
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<tr>
<td>7. What are the most appealing aspects of this job?</td>
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<tr>
<td>8. What are the least appealing aspects?</td>
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<tr>
<td>9. What are the educational requirements for this job?</td>
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<tr>
<td>10. What type certification or credentials are required?</td>
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<tr>
<td>11. What opportunities exist for advancement?</td>
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<tr>
<td>12. What is the demand for people trained for this type of work?</td>
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<tr>
<td>13. What other areas within this company would this training apply?</td>
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<tr>
<td>14. How many people will this company be hiring for this type of work?</td>
<td></td>
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<tr>
<td>15. What additional experience or training would you encourage for someone pursuing a career in this field?</td>
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Additional Comments

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<th>Contact Name:</th>
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<tr>
<td>Phone Number:</td>
<td>Date Contacted:</td>
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How was the interview conducted: In person ☐ By telephone ☐

1. What are the typical duties of this job? __________________________________________

2. What skills are the most important for this job? ________________________________

3. What are the hours of work? ___________________________ Is there Shift Work?  Yes ☐ No ☐

4. Is this type of work: full-time ☐ part time ☐ seasonal ☐

5. What is the starting wage for this job? ________________________________

6. What are the working conditions like? __________________________________________

7. What are the most appealing aspects of this job? ______________________________

8. What are the least appealing aspects? __________________________________________

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10. What type certification or credentials are required? ____________________________

11. What opportunities exist for advancement? ______________________________________

12. What is the demand for people trained for this type of work? ______________________

13. What other areas within this company would this training apply? ___________________

14. How many people will this company be hiring for this type of work within the next year? _______________

15. What additional experience or training would you encourage for someone pursuing a career in this field? ___ __________________________________________________________

Additional Comments
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Labour Market Research – 2010 Version
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   - No □

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   - seasonal □

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Additional Comments
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