# **JOB DESCRIPTION RESEARCH FORM**

**Link to online Job Description:**

**Job Title:**

**Name of Company/Organization:**

**Is there enough information on their website that gives me a good sense of their values, work culture and growth opportunities? \_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_ Somewhat**

* **If you answered No or Somewhat, what else would you want to know about the company/organization and how do you think you can find this information?**

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| **Key Job Qualifications (Top 5):** | **Do I meet this?**  **Yes, No or Somewhat** |
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| **Key Preferences (Top 5):** | **Do I meet this?**  **Yes, No or Somewhat** |
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**If you answered NO or SOMEWHAT to meeting the top qualifications and preferences, think back on any experience in your life such as volunteer work, church groups or ministries, school projects, study abroad experience etc. Does any of that work align with the job? List those here:**

**What are some ways you can develop in those areas you need more experience in?**