



OTTER CLIENT SELF-ASSESSMENT

for all participants funded through OTTER

Please complete the following form and forward back to
Vera Cochrane via email at vcochrane@ogemawahj.on.ca

Participant Name:	Date:	
Interested in:		
Barriers (check all that apply):		
None	Lack of Labour Force Attachment	Lack of Work Experience
Lack of Transportation	Remoteness	Language
Education	Economic	Dependant Care
Lack of Marketable Skills	Physical or Mental Health	Other: _____
Strengths:		
Weaknesses:		
Employment History:		
Education:		
Current Career Plan/Goals:		
Courses/Training taken that supports current career plan/goal:		
Other courses/training taken that does not support current career plan/goals:		



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INSTRUCTIONS FOR COMPLETION

Participant Name: Your Name		Date: Today's date
Interested in:	<ul style="list-style-type: none"> ➤ List employment areas you would find interesting to work in ➤ Example: Welder/Electrician Apprenticeship, PWS, Office Administration, etc 	
Barriers (check all that apply):		
<ul style="list-style-type: none"> ➤ What prevents you from succeeding and/or obtaining meaningful employment ➤ Example: Can drive but have no vehicle, don't know how to use computer, don't have proper training/education, etc. 		
<input type="checkbox"/> None <input type="checkbox"/> Lack of Transportation <input type="checkbox"/> Education <input type="checkbox"/> Lack of Marketable Skills	<input type="checkbox"/> Lack of Labour Force Attachment <input type="checkbox"/> Remoteness <input type="checkbox"/> Economic <input type="checkbox"/> Physical or Mental Health	<input type="checkbox"/> Lack of Work Experience <input type="checkbox"/> Language <input type="checkbox"/> Dependant Care <input type="checkbox"/> Other: _____
Strengths:		
<ul style="list-style-type: none"> ➤ List what you consider to be your strength(s) as it relates to your employment interests ➤ Example: Good communication skills, team player, strong time management skills, etc 		
Weaknesses:		
<ul style="list-style-type: none"> ➤ List what you consider to be your weakness(es) as it relates to your employment interests ➤ Example: Unorganized, lack of computer knowledge, need to complete grade 12, unable to drive, etc. 		
Employment History:		
<ul style="list-style-type: none"> ➤ List last 3 places that you have worked and include: <ul style="list-style-type: none"> • Job Title, Employer Name, Address, Employed To and From • Example: Dealer at Casino Rama – Rama, ON Sept to Dec 2013 		
Education:		
<ul style="list-style-type: none"> ➤ List school diplomas, degrees, certificates you have received ➤ Provide program name, school name, year of graduation, if applicable ➤ Example: Marketing Diploma from Georgian College - 2014 		
Current Career Plan/Goals:		
<ul style="list-style-type: none"> ➤ List what type of job(s) you would like to hold in the next 5 years or maybe what school and program you would like to study ➤ Example: Attend Georgian College and obtain Diploma in Business Administration. Eventually to work as Manager for company or possible own business 		
Courses/Training taken that supports current career plan/goal:		
<ul style="list-style-type: none"> ➤ List courses, certificates, etc that you have completed that support the current career plans/goals listed above ➤ Example: Your career goal is to become an Administrative Assistant and you have completed one year college certificate program, taken Excel and Word computer courses 		
Other courses/training taken that does not support current career plan/goals:		
<ul style="list-style-type: none"> ➤ List courses, certificates, etc that you have completed but are not relevant to your current career plans/goals listed above ➤ Example: Your career goal is to become an Administrative Assistant but you have a diploma in Recreation 		