Work Experience Work Plan

|  |
| --- |
| Employer Information |
| Trainee Name: | Classroom Training/Credentials: |
| WEX Job Title: | Attach Job Description:Employer 🞏 ONET 🞏 | Start Date | End Date |
| Work Days: 🞏 M 🞏 T 🞏 W 🞏 Th 🞏 F 🞏 Sa 🞏 Su | Work Hours per Day: | Max hours to be worked each week:  |
| Starting Hourly Wage:  | Ending Hourly Wage: | Max Worksite Hours (Tier 1 max 320) | Max Allowed for PY |
| Worksite Name: | Worksite Address: | Telephone No: |
| Supervisor Name:  | Supervisor Title: | Number if different from above:  |
| Pay Schedule: 🞏 Weekly 🞏 Bi-weekly🞏 Monthly  | Ratio of Trainees to Supervisor:  | Supervisor email: |
| List all previous job work experience job titles:  |

|  |
| --- |
| Comparison of job skills |
| Previous job skills obtained (attach resume) | Job Skills participant will obtain from WEX (from employer job description or ONET job description |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Signature and Date of WIOA Adult/DW Career Advisor Signature and Date of Employer/Supervisor

Packet should include: 🞏 Employer Job Description or 🞏ONET Job Description

🞏 Participant Resume or 🞏 Work History Form

🞏 Prevailing Wage Form or 🞏 Wage Analysis Form