Client Intake Work Skills

Client Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Past Work Experience (**include volunteer)

|  |  |  |  |
| --- | --- | --- | --- |
| **Employer** | **Duties** | **Duration** | **Notes** |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |

**Employable Skills**

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| --- | --- | --- | --- |
| **Activity** | **Skills Used** | **Duration** | **Notes** |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |