

## RE-EMPLOYMENT & JOB SEARCH ASSISTANCE REFERRAL FORM

Please complete form, and return by fax or email

Fax # 204.775.7588

E-mail: [info@ccicanada.com](mailto:info@ccicanada.com)

- Referral Date \_\_\_\_\_
  - Contact Person \_\_\_\_\_
  - Company \_\_\_\_\_
  - Address \_\_\_\_\_
  - Phone # \_\_\_\_\_
  - Fax # \_\_\_\_\_
  - E-mail \_\_\_\_\_
  - Billing information (if different from above)
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▪ Reason for Referral:

- On-site Notification Assistance**
- Job Search Readiness:** Job Search Booklet, Resume, References, Cover Letter, Networking Cards, Interview Techniques
- Supported Job Search Assistance:** Job Search Readiness plus Career Exploration, in-depth Pre/Post Interview Coaching, Monitored Job Search, Targeted Job Application Assistance, Researching/Identifying Employers, Job Search Strategies

### CLIENT INFORMATION

- Name \_\_\_\_\_
- Phone # \_\_\_\_\_
- Address \_\_\_\_\_
- Occupation \_\_\_\_\_

If you require assistance completing the form or additional information, please contact our office.