

Kentucky Office of Vocational Rehabilitation

Job Readiness Assessment

Instructions

Purpose:

The purpose of this form is for the counselor to assess the consumer's readiness for employment based on physical, psychological, social, vocational, and placement aspects.

Physical Readiness

- 1. Possesses minimum physical demands of the job** Select yes, no, or unsure
- 2. Can meet the acceptable work/production standards** Select yes, no, or unsure
- 3. Has physical endurance to work an 8-hour day** Select yes, no, or unsure

Psychological Readiness

- 1. Can explain the advantage of working** Select yes, no, or unsure
- 2. Can work without interferences from personal problems** Select yes, no, or unsure

Psychological Readiness Continued

- 3. Can work independently or with minimal supervision** Select yes, no, or unsure
- 4. Can present self positively to others** Select yes, no, or unsure
- 5. Family and friends show support for consumer going to work** Select yes, no, or unsure

Social Readiness

- 1. Can travel to and from work independently** Select yes, no, or unsure
- 2. Can use community resources when needed** Select yes, no, or unsure
- 3. Can manager personal finances** Select yes, no, or unsure
- 4. Can get along with others** Select yes, no, or unsure

5. Has proper grooming or hygiene Select yes, no, or unsure

6. Behaves in a socially appropriate way Select yes, no, or unsure

Vocational Readiness

1. Has acceptable work habits Select yes, no, or unsure

2. Can systematically search for a job Select yes, no, or unsure

3. Can express realistic occupational goals Select yes, no, or unsure

4. Understands and accepts own handicap Select yes, no, or unsure

5. Can express own abilities, limitations, and interests positively and realistically Select yes, no, or unsure

Placement Readiness

1. **Exhibits appropriate work attitudes** Enter yes, no, or unsure

2. **Can successfully participate in a job interview** Enter yes, no, or unsure

3. **Can arrange a job interview** Enter yes, no, or unsure

4. **Can obtain and fill out job application** Enter yes, no, or unsure

5. **Can prepare a resume and cover letter** Enter yes, no, or unsure

Signature and Date

Sign and date the assessment after it is complete