

Worksheet Employer Research

The following is suggested to be researched prior to approaching the employer or attending an interview.

Company _____

Address _____

Phone _____ Fax _____ Email _____

Website (if applicable) _____

Key Staff

Name _____ Position _____

Name _____ Position _____

Name _____ Position _____

Organisational Information

Size of Organisation _____

Organisation mission/philosophy _____

Organisation's Competitors _____

Number of Locations _____

Products and/or Services created/delivered _____

Industry Growth _____

3 important Company Facts _____

Typical Career Paths _____

Other Related Employers _____

Training that may be required _____

Comments