

SkillsUSA 2011-12 District 10 Competition
Bradford, Pennsylvania
January 16, 2012



Employment Application Process

Contest Area: To be assigned

Clothing / Safety Requirements

For Males: Dress shirt and tie, dress pants or khakis, dress shoes preferred, no sneakers, blazer

For Females: Dress pants or skirt, blazer, businesslike collared blouse, hosiery with businesslike shoes

Eligibility

Registered SkillsUSA members enrolled in a corresponding program

Letter of Eligibility from school official on school letterhead stating contestant classification under the provisions of PL 105-17.

Tools / Materials Supplied by Contestant

Six copies of contestant's résumé

One copy of contestant's portfolio

Pen for completing the employment application

Equipment/Materials Supplied

Panel of judges

Timekeeper

All necessary information for judges and technical committee

Employment application forms

Table and chair for application completion

Scope of the Contest

Preparation and submission of résumé

Preparation and submission of a portfolio

Completion of employment application timed by the personnel representative (30 minute time limit)

Interview with judges (15 minutes)

See attached scoring rubric.

Contact information:

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EMPLOYMENT APPLICATION PROCESS

Evaluation Rubric/Point System

Items Evaluated	Possible Points
Evaluation by Personnel Representative	5
Greeting and Introduction	5
Appearance	5
Review of Application Form	10
Review of Portfolio	
Evaluation by Interviewers	
Introduction	5
Résumé review	10
Responding to Questions	50
Presence, Demeanor, Confidence, Self-Awareness	10
Subtotal	
Application Time Penalty (1 point for each minute over max 10 points)	Max-10
Clothing Penalty	0-5% total points
Missing Eligibility Letter from Sending School	-10
Total Possible Points	100