

Student: _____ Date: _____

West Bay Regional Transition Center
Career Development Knowledge Competency Rating Interview

Instructions: Record all responses in appropriate fields. All questions can be rephrased and/or provided in an alternative format (note). Discontinue interview after 5 consecutive "don't know" or incorrect answers. This tool is meant to serve as an approximation of an individual's career development progress for educational and vocational planning purposes only.

Career Awareness (1-7)	of 7	%	
1. Able to identify parents' (guardians') & other family members' job titles		Can	Can Not
2. Describe what parents and others do on their jobs		Can	Can Not
3. Name as many jobs as you can in 1 minute		Can #	Can Not
4. Describe how people get jobs		Can	Can Not
5. Describe 3 jobs of interest to investigate		Can	Can Not
6. What happens if adults cannot or do not work?		Can	Can Not
7. Identify why people need to get along with each other to work		Can	Can Not
Career Exploration (8-24)	of 17	%	
8. What is the difference between a job and a career?		Can	Can Not
9. Identify three ways to find out about different jobs		Can	Can Not
10. What are some positive things you want a job to have?		Can	Can Not
11. Identify at least three careers you want to explore		Can	Can Not
What are your preferences for (12- 1circle choices):			
12. Indoor vs. outdoor work		Can	Can Not
13. Work alone vs. working with other people		Can	Can Not

14. Staying clean vs. getting dirty	Can	Can Not
15. Work full-time vs. part-time	Can	Can Not
16. Work with hands, tools & machines vs. work with the mind vs. work with people	Can	Can Not
17. Lifting, carrying, moving vs. mostly sitting or standing still	Can	Can Not
18. Identify how to get and complete an application	Can	Can Not
19. Why are interviews important?	Can	Can Not
Can identify their (record):		
20. Abilities:	Can	Can Not
21. Strengths:	Can	Can Not
22. Skills:	Can	Can Not
23. Learning Styles:	Can	Can Not
24. Special needs or accommodations regarding work:	Can	Can Not
Career Preparation (25-31)	Of 7	%
25. Identify career/vocational courses they would like to take in school	Can	Can Not
26. Describe the educational requirements of specific jobs or interests	Can	Can Not
27. Identify where education and training can be obtained	Can	Can Not
28. Explain steps in acquiring the skills necessary to enter a chosen field or job	Can	Can Not
29. Describe entry level skills, courses, or job requirements, and exit level competencies to succeed in courses	Can	Can Not
30. Identify community and educational options, and alternatives to gaining education and employment in a chosen field	Can	Can Not

31. Identify the worker characteristics and skills in working with others that are required in a chosen field	Can	Can Not
Career Assimilation (32-39)	Of 8	%
32. Identify Steps to take to advance in their current place of employment	Can	Can Not
33. Identify educational benefits and ways of gaining additional training through their employment	Can	Can Not
34. Explain fields/occupations that are related to their current work in which they could transfer	Can	Can Not
35. Can identify ways to change jobs without losing benefits or salary	Can	Can Not
36. Can describe appropriate ways of leaving or changing jobs and companies	Can	Can Not
37. Can relate their skills to other occupations	Can	Can Not
38. Can explain retirement benefits	Can	Can Not
39. Can identify and participate in leisure activities that they can pursue when they retire	Can	Can Not

Completed by: _____ Date: _____

Note: Based on *Assess for Success: Handbook on Transition Assessment* by Patricia L. Stitlington, Debra A. Neubert, Wynne Begun, Richard C. Lombard, and Pamela J. Leconte, 1996, Reston, VA: The Council for Exceptional Children. Permission granted to reproduce this information.

