28. Job Search Activities

All applicants provided services which are designed to help the jobseeker plan and carry out a successful job hunting strategy. The services include resume preparation assistance, job search workshops, job finding clubs, provision of specific labor market information and development of a job search plan.

"Resume Assistance" --Providing instructions on the content and format of resumes and cover letters and providing assistance in the development and production of the same.

"Job Search Workshops" --An organized activity that provides instructions on resume writing, application preparation, interviewing skills, and/or job lead development.

"Job Finding Clubs" have all the elements of the ES Job Search Workshop, plus a period of structured application where participants attempt to obtain jobs.

"Provision of Specific Labor Market Information" --Information concerning occupational staffing patterns, hiring patterns, working conditions, and pay of firms or industries.

"Job Search Planning" -- Development of a plan (not necessarily a written plan) that includes the necessary steps and timetables to achieve employment in specific occupational, industry, or geographic area.

29. Referred to Employment

A referral to employment is

(a) the act of bringing to the attention of an employer an applicant or group of applicants who are available for a job and

(b) the record of such a referral. It means the same as "referral to a job."

30. Referred to a Federal Job

All veterans who are referred to a job opening filed with a placement office by a department or agency of the Federal Government or other entity under the jurisdiction of the U. S. Office of Personnel Management.

31. Referred to FCJL Job

All veterans referred to a job opening listed by an employer identified as a Federal contractor.

NOTE: This item is not required for "Disabled Veterans."

32. Referred to a Permanent Job (+150 days)

All applicants in each category who meet the definition for Referred to Employment who are referred to a job expected to last over 150 days.

33. Entered Employment

This is the unduplicated count of applicants who entered employment by job placement or obtained employments.

34. Job Placements

The hiring of an applicant by a public or private employer after referral to a job by the ES or by other co-located or outstationed staff in cooperation with the ES agency provided that all of the following steps were completed:

(a) prepared a job order prior to referral except in the case of a job development contact on behalf of a specific applicant,

(b) made prior referral arrangements with the employer,

(c) referred an individual who was not designated by the employer except for referrals to agricultural job orders for a specific crew leader or worker;

(d) verified from a reliable source, preferably the employer, that the applicant had entered work, and

(e) recorded the placement in the agency data base.

35.-38. Placements by Age

Self-explanatory.

This item also includes placements in OJT, work experience and PSE.

39. Placed in Federal Jobs

All veterans placed in a job opening filed with a placement office by a department or agency or other entity under the jurisdiction of the U.S. Office of Personnel Management.

40. Placed in a FCJL Job

All veterans placed in FCJL Job. Use the same definition as "34. Job Placements" in jobs listed by Federal contractors.

NOTE: This Item is not required for "Disabled Veterans."

41. Placed in Permanent Job (+150 days)

All applicants placed in a job expected to be over 150 days duration.