

## **JOB SHADOW QUESTIONS**

Name of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete the following information on your place of job shadowing.

Name of Business \_\_\_\_\_

Business' Complete Address \_\_\_\_\_

Business' Phone Number \_\_\_\_\_

Contact Person \_\_\_\_\_

Date of Shadowing \_\_\_\_\_

*(attach business card here)*

These are some questions to ask the employer. If you need extra room to write, use your own paper and then staple it to this.

\*Describe the work setting, include the type of business, products and/or services.

\*Describe the general duties of the person that you shadowed.

\*How long have you been in this occupation?

\*How did you choose your occupation?

\*How do you spend most of your time on the job?

\*Which work activities do you like most? Which do you dislike?

\*What is the education required for the position you currently work?

\*Are there other skills that are helpful for advancement in this career?

\*Is this work mainly with people, data, or things?

\*Are there personal qualities that contribute to success?

\*What are the specific hours you work?

\*Do you ever have to work overtime? If so, how often?

\*What is the approximate starting salary for this career?

\*Do you ever have to work nights or weekends?

\*What rewards have you experienced from this career?

\*What sacrifices have you had to make for your career?

\*What are some positive aspects of your career?

\*What are some negative aspects of your career?

\*If you had to do it over again, would you choose this career? Why/why not?

Now ask three questions of your own interest and list them below. During the shadow, ask these questions to the person you are shadowing, and put his/her responses below.

1.

2.

3.

\_\_\_\_\_  
Signature of Employer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Employer

\_\_\_\_\_  
Tele. # of Employer