COLUMBUS STATE
COMMUNITY COLLEGE

FASTPATH
Career Action Plan

NAME:		FASTPATH Program	Career Facilitator
		STNA	Keith

AVAILABILITY FOR WORK:

Monday	Tuesday	Wednesday	Thursday	Friday
☐ Any	☐ Any	☐ Any	☐ Any	☐ Any
☐ Day	☐ Day	☐ Day	☐ Day	☐ Day
☐ Mid	☐ Mid	☐ Mid	☐ Mid	☐ Mid
☐ Split	☐ Split	☐ Split	☐ Split	☐ Split
☐ Night	☐ Night	☐ Night	☐ Night	☐ Night

Saturday	Sunday
☐ Any	☐ Any
☐ Day	☐ Day
☐ Mid	☐ Mid
☐ Split	☐ Split
☐ Night	☐ Night

Wage necessary to go to work:

WORK LIMITATIONS: (i.e. lifting, prolonged standing/sitting, computer skills, driving etc.

TRANSPORTATION:

☐ Vehicle
☐ Bus Line
☐ Other

BARRIERS TO EMPLOYMENT:
(i.e. background, support, transportation, child care, addiction etc.)

Criminal Background

○ Yes
○ No

CAREER/EMPLOYMENT GOALS (Short/Long Term)

ACTION STEP:

RESPONSIBILITY	START DATE	ESTIMATED COMPLETION DATE
Student/CF		

ACTION STEP:

RESPONSIBILITY	START DATE	ESTIMATED COMPLETION DATE

ACTION STEP:

RESPONSIBILITY	START DATE	ESTIMATED COMPLETION DATE

ACTION STEP:

RESPONSIBILITY	START DATE	ESTIMATED COMPLETION DATE

TARGETED JOB SEARCH

WORK READINESS

☐ Resume Completed
☐ Cover Letter
☐ Registered on OMJ
☐ Uploaded Resume on OMJ

WORK READINESS COMMENTS:

ACKNOWLEDGMENT:

I agree with the actions established to address identified barriers to employment. _____
I will attend scheduled classes and comply with the FASTPATH Code of Ethics _____
I will demonstrate appropriate job skills in meeting scheduled appointments and work readiness obligations _____
I understand that seeking/obtaining full time employment is an expectation for FASTPATH program participants _____
I agree to communicate with my Career Facilitator regularly and inform him/her of situations impacting employment _____

PRINTED NAME: _____

SIGNATURE: _____

CAREER FACILITATOR: _____

SIGNATURE: _____