



Factors Employers Consider When Hiring:

School Performance:

Completion of high school diploma, indicating successful achievement of an important goal; mastery of basic skills; participation in extracurricular activities.

Communication Skills:

Proper completion of employment application; ability to read instructions, to listen and understand, to speak and write and be understood.

Attitude:

Neat personal appearance, record of good attendance; cooperative view toward shift work and overtime; ability to work as part of a team; does not use drugs.

Computer Literacy:

Background and practice in fundamental principles and usage.

Previous Work Experience:

Prior work experience and record a plus, including school-based programs.

Reputation with Current Employees:

Others working here may know you, what you can do; will have to work with you if you are hired.

Understanding of How and Why a Business Operates:

Businesses operate to make a profit, a good thing; businesses will continue to exist and to employ people only as long as their rewards are greater than their costs.

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