**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Which Job?**

**Below are 10 profiles for people applying for a position in a 3-D design and printing company. On page 3 you will find the description of 10 jobs available at that company. Based on the profiles presented, select the job that you believe best suits each candidate and place the letter for that job in the right hand column below.**

|  |  |
| --- | --- |
| **Profile** | **Job** |
| Sally is 28 years old. Her Pathway in High School was Arts and Communication. She works well on a team and she has a B.S. degree in Graphic Design with a minor in Computer Aided Drafting and Design. She excelled in high school and college in her math courses as well as her courses in technology. She performed above average in language arts and art classes. She has worked at several different companies in their design department and is currently apply for a position at this company. Her resume indicates that she likes to sketch, ski, and read. |  |
| John just graduated from his local Vocational Technical School and has received national recognition for his welding capabilities. He possesses several certifications and letters of recommendation indicate that he is a superior leader and works well with diverse sets of individuals. His Pathway at the Vo-Tech School was Engineering, Manufacturing, and Industrial Technology. His transcript indicates that he excelled in his shop classes but struggled at times in the academic areas. His highest grades were in his CAD and Industrial Design Courses. He interned at a local machine shop an apprentice welder and worked throughout his high school career at a local auto restoration shop. John likes to fish and hunt, and he also indicates that he also spends lots of time completing complex puzzles and spends several hours a week playing MineCraft. |  |
| Ted is graduating from college in the spring with an associate degree in accounting. His Pathway in High School was Business, Finance, Marketing and Information Technology. He job shadowed at a bank in 8th and 11th grade and then did an internship with the bank his senior year. In college he worked in the Payroll Office. His transcripts indicate superior grades in his math and accounting courses but it also reveals that he also took a lot of courses in industrial technology and also excelled. He lists his interests and hobbies as wood and metal-working.  |  |
| Bell is an engineering major and will graduate in the spring. In high school her pathway was Arts and Communication but her strong math/science skill set landed her in engineering in college. She did an internship in a Plastics Company where she worked in the research and design department where her primary role was assisting with the choice of raw materials. She is described as focused and driven. Her interests include puzzles, chess, and reading. |  |
| Tilly is currently working as an operations manager at a nearby company. She holds a B.S. Degree in Economics and a Masters Degree in Business Administration. She is described as highly efficient, confident and driven. Her high school pathway was communications. All of her work experience has been in administration. Her interests include comic book collecting, and Sudoku. Her high school and college transcripts are superior and letters of recommendation speak to her superior leadership skills. |  |
| Letty is currently working for a Mental Health Agency in their billing office. She has a degree in Social work but is taking graduate courses in Management. She has a wide variety of interests including gardening, photography, and architecture and is very interested in antique wooden furniture and buys and sells antiques on e-bay. Her high school records indicate that she was in a Human Services Pathway in high school and excelled in all language arts and math classes. She doesn’t list industrial technology classes either in high school OR college. Her references speak to superior hard skills (error free accounting, and written communication) as well as soft skills (reliable, excellent attention to detail, and superior team member. Those references also note that she is exceptional at conflict resolution.)  |  |
| Trip is graduating from college with a degree in accounting. He has already started taking on-line courses in Finance and plans to enroll in a Masters in Business Administration program on-line in the fall. He is seeking full time employment. Trip’s high school pathway was Business, Finance, Marketing and Information Technology. His interest include buying and trading rare coins and running. His resume highlights work experiences both in high school and college in bank settings. His references note a superior attention to detail and a superb ability to sustain attention. |  |
| Ellie’s pathway in high school was Engineering, Manufacturing, and Industrial Technology and she interned and job shadowed at a local factory that produces plastic parts for campers. She went on to college where she got a degree in Engineering and was eventually hired by the company that she interned with in high school. At that company she worked in the quality control department. Her interests include horse-back riding, landscaping, and country-side reclamation. Her reference letters highlight her exceptional leadership skills and her intense commitment to the work she is assigned. Transcripts reveal exceptional grades in all areas. In high school Ellie only enrolled in college preparatory classes but in college her course emphasis was in production and production efficiency.  |  |
| Linda works in sales and has a degree in Marketing. In high school, her pathway was Business, Finance, Marketing and Information Technology. In College she majored in Economics and minored in Marketing. Her interests are stocks and bonds, and she volunteers at local schools teaching Junior Achievement Finance Park lessons. Her resume highlights excellent hard skills related to purchasing, inventory, and product oversight and her transcripts reveal excellent grades in related course-work. Her references highlight her confidence, ability to make timely decisions, and her ability to command the attention of her co-workers. She is also described as a visionary with superior problem-solving skills.  |  |
| Clay recently received his GED. He is 25 years-old and has worked for the last 9 years at the local foundry. He has excellent references from his current employer as well as the minister from his church. Clay describes his interests as fishing and he has a fly tying business on the side. He also designs and builds custom fly-fishing rods which he sells and are described as being of exceptional quality. His cover letter indicates that he is interested in securing a position that would provide him with more opportunities for advancement than are available to him in his current position. He is described as a hard worker, quick learner, and diligent and patient line-worker. |  |

**JOBS**

1. **Chief Executive –** The company is looking for a confident individual who has a background in economics and finance to oversee operations in the plant.
2. **Financial Manager–** The company is seeking an individual to oversee the accountants and finance clerks in the company.
3. **Purchasing Agent –** The company is hiring a Purchasing Agent who will work with vendors to secure the highest quality raw materials for the company at the best possible price.
4. **Industrial Designer –** The company is looking for an individual to work in the design department. This individual must have a strong background in technology but will also need to be creative and proficient in preparing sketches, detailed drawings, and be able to utilize computerized design equipment.
5. **Fabricator –** The company is seeking and individual to develop metal prototypes of the designs they will be producing. This individual will need experience working with metal but also need to have an understanding of design elements.
6. **Team Assembler/Quality Control –** The company is seeking an individual who can assemble and repair printers. This individual will need to be able to work as part of at team but will also be required to work on their own a great deal.
7. **Human Resources Manager –** The company is seeking and individual to oversee employee relations and assist employees with benefit information. This individual will also work with employees to schedule necessary certification and professional development requirements.
8. **Payroll Officer –** The company is seeking someone with a degree in finance and/or accounting to oversee payroll for company.
9. **Materials Engineer –** The company is seeking an engineer to review new products and make recommendations about materials selection for that product.
10. **Industrial Engineer –** The company is seeking an engineer that will oversee the sequence of operations in production and make sure that production efficiency is at it’s peak.