Federal Workforce Recruitment Program
Workshop Verification Form

Telephone Interviews
October 20 - November 19, 2014

The completion of career professional development is required for new students to participate in the Federal Workforce Recruitment Program. Students must complete a resume, cover letter and mock interview through Temple Career Center or with a school/college career advisor to obtain required advisor signatures below. Please return this completed workshop verification form to FWRP coordinator Renee Kirby at Disability Resources and Services, 100 Ritter Annex, 1301 Cecil B. Moore Avenue rkirby@temple.edu 215-204-1280.

Deadline: Wednesday, October 8, 2014

TUid ________________________ TU Email ________________________
Student Name (print) ________________________ Signature ________________________
School/College ________________________ Major ________________________

Professional Development Training Location

☐ Temple Career Center ☐ CSPD (Fox School of Business) ☐ College Career Advisor

Temple Career Center
Walk-in hours: Monday - Friday 11:00 am - 3:00 pm

Serving all Temple students and alumni, the Career Center provides a full range of services to optimize internship and employment opportunities and enhance lifelong career success.

Review Career Center Workshop Calendar and access additional career resources to get help with developing professional resume, cover letters and interview skills.

Career Advisor Verification Signatures
(All signatures required)

Resume Writing
date
(print name) (signature)

Cover Letter
date
(print name) (signature)

Mock Interview
date
(print name) (signature)

DRS use only:
☐ Approved ☐ Denied Coordinator Signature ________________________

Comments:

Date ________________________

Date ________________________