

INSTRUMENT NUMBER 6 | WORKSHEET: INFORMATION SOURCES

Newspapers and magazines, employment centres and the internet, among others, can be very useful sources of information when it comes to “want ads” and the labour market. These provide the public with information about the most wanted jobs, employer demands and the labour market’s current situation, as well as, obtain detailed information about certain fields.

1. Make a record all sources of employment information that you can identify.

2. Make a list of all job bank sites you found on the internet.

3. From consulting the classified section in newspapers and/or magazines or from the websites found on the internet:

3.1. Choose 3 professional categories/fields and identify which ones are most in demand (how many want-ads are there for each category):

3.2. Choose a professional category/field and register jobs.

3.3. List, by order of preference, 6 jobs that you find most pleasing, within the identified offers

1.	2.	3.
4.	5.	6.

WORKSHEET: EMPLOYMENT PROFILE

	JOB1	JOB2	JOB3
Information source			
Employment Sector (tourism and leisure, health, construction, ...)			
Necessary education and/or training			
Work regime (part-time/full-time)			
Inside or outdoor work			
Individualized or team oriented work			
Other important information (location, salary, working hours)			