

# **RE-EMPLOYMENT SERVICES ELIGIBILITY ASSESSMENT**

Job Seeker	r ID #: Email Address:
Name:	Phone#:
email to: <u>I</u>	ns: Please complete and submit this <u>signed</u> check list, with all the required documentation via <a href="mailto:RESEA@MassHireLowellcc.com">RESEA@MassHireLowellcc.com</a> Failure to provide this information may result in the loss of yment benefits.
These iter	ms need to be completed and submitted <u>before initial meeting:</u>
	Work Search Activity Logs: Effective June 15, 2021, work search logs must be submitted. Each week must show a minimum of 3 job searches. Logs must have dates, job search activity and results (if known). Work search logs may be found at: <a href="https://bit.ly/3wCQHd6">https://bit.ly/3wCQHd6</a> . You may also download job search logs from your Use On-line account as well at: <a href="https://bit.ly/32lCuzs">https://bit.ly/32lCuzs</a> Resume: Email a copy of your recent resume. If you do not have a resume, you can complete the Resume Information Worksheet located at <a href="https://bit.ly/30QJdVN">https://bit.ly/30QJdVN</a>
3.)	Career Action Plan (See Attached Form)
4.)	RESEA UI Eligibility Assessment Questionnaire: Complete the questionnaire and type your name and date for your signature. <a href="https://bit.ly/3gyz0UA">https://bit.ly/3gyz0UA</a> (See Attached Form)
5.)	MassHire JobQuest Registration: You must register on www.mass.gov/JobQuest
These iter	ms will be explained and scheduled <u>during you initial meeting:</u>
0	<b>Labor Market Information Research Worksheet:</b> Using one or more resources found on the front of the Labor Market Research Worksheet, complete the answers on the reverse side of the worksheet for your most recent job. <a href="https://bit.ly/32GjaTH">https://bit.ly/32GjaTH</a>
0	<b>Job Search Service:</b> You must attend a job search webinar by the MassHire Career Center, this will be set up the career advisor during your phone meeting.
Event:	Date/Time:
Email:	
I have assist of cooperate employme I have bee and understunemployme	sted in developing the Career Action Plan, and I agree with the goals and actions selected. I agree to the levation and participation needed for me to complete this plan. I am able, available and actively seeki
Customer	· Signature: Date:

Staff Signature: \_\_\_\_\_\_Date: \_\_\_\_\_

#### My Career Action Plan

ob Title: Target Date:						
Check if any Apply	My Needs Assessment / My Challenges	Available Resources	Targeted Date	Attaine Date		
	Researching the Labor Market/Career Exploration	□ Labor Market Research Webinar □ TORQ □ Mass CIS website □ Career One Stop website □ New to the Job Search: The First Steps □ Site Insight: Which Ones to Use				
	Develop or Update Résumé	<ul><li>Building Your Résumé webinar</li><li>Knockout Résumé webinar</li></ul>				
	Interview Preparation	<ul> <li>Answering the Tough Interview Questions webinar</li> <li>Nailing the Online Interview webinar</li> <li>Preparing for Telephone Interviews webinar</li> <li>You Only Get One Shot</li> <li>Preparing for Your Next Job</li> <li>I Can Do It Skills Show and Tell</li> </ul>				
	Improving Networking Skills	<ul> <li>LinkedIn Unleashed webinar</li> <li>Is Your LinkedIn Profile Strong Enough? Webinar</li> <li>Your Personal Brand webinar</li> <li>Finding Your Networks: Ending Your Job Search</li> <li>Conducting a Successful Job Search: Employers' Hiring Habits</li> </ul>				
	Identifying Skills/Assessments	<ul><li>Labor Market Research Webinar</li><li>Prove It Skills Assessments</li></ul>				
	Salary Information	<ul> <li>Labor Market Research webinar</li> <li>Earn What you are Worth webinar</li> <li>Career One Stop website</li> <li>Salary.com website</li> </ul>				
	Cover, Thank You and Approach Letters	□ Writing Winning Cover Letters webinar				
	Age Related Problems/Personality Challenges	<ul> <li>Crushing Stereotypes: The Power of the Mature Worker</li> <li>Coping with Job Loss webinar</li> <li>Emotional Intelligence and the Job Search webinar</li> <li>Power of Positivity webinar</li> <li>Hearing Body Language webinar</li> <li>Strengths and Challenges of the Introvert in the Job Search</li> </ul>				
	Specialized Needs	<ul> <li>Meet with a Veterans Rep</li> <li>Meet with Young Adult Staff</li> <li>Meet with Disability Navigator/Ticket To Work</li> <li>Referral to Lowell Adult Education, MRC, DTA, SCEP</li> </ul>				
	Explore Training Options	<ul> <li>Meet with a Career Advisor</li> <li>Inquire about eligibility for TAA and/or Section 30/TOPS application</li> </ul>				

(Section 30) by the 20th payable week of my unemployment insurance payments to be eligible for Section 30 unemployment benefits.

Customer Signature: \_\_\_\_\_ Date:

Staff: \_\_\_\_\_

Attachment A

# RESEA UI ELIGIBILITY ASSESSMENT QUESTIONNAIRE

NAME JOB SEEKER I.D. #		
Please Indicate YES or NO to the questions below:	YES	NO
1. Since filing your unemployment claim, have you been:		
Physically able to work?	Н	$  \downarrow \downarrow \downarrow  $
Actively seeking work?		$\parallel$
Ready to accept work?		Ш
2. Since filing your unemployment claim, have you applied for or started receiving <u>ANY</u> of the following?		
<ul> <li>Check any that apply.</li> <li>□ workers' compensation benefits</li> <li>□ payment in lieu of dismissal notice</li> <li>□ payments from a union pension fund</li> <li>□ payments from a pension fund</li> <li>□ payments from an annuity fund</li> <li>□ payments from a retirement account</li> <li>□ contributed to by an employer</li> <li>□ continuation pay</li> <li>If you circled any of the above, have you reported this information to the Department of Unemployment Assistance?</li> </ul>		
3. Have you worked during any of the weeks you claimed and <u>NOT</u> reported earnings for those weeks worked to the Department of Unemployment Assistance?		
<ul> <li>4. Are you currently enrolled in school or a training program?</li> <li>If you answered YES, have you applied for Training Opportunities Program (Section 30) approval?</li> </ul>		
<b>REMINDER:</b> If you have moved since you filed your claim for benefits, you must notify the Department of Unemploy Assistance by accessing your U.I. Online account or by calling 617-626-6800.	yment	
SIGNATURE: DATE:		

**NOTE:** The Reemployment Services and Eligibility Assessment Program (RESEA) is a mandatory program designed to ensure that you meet state and federal requirements to receive unemployment insurance benefits. Any information that you provide may affect your eligibility to receive those benefits.

### **LABOR MARKET RESEARCH WORKSHEET**

Name:	e: Job S	eeker ID#:	Date:			
orienta	<b>Goal:</b> Labor market research is a tool to help you make decisions about your job search. As discussed in the orientation, this research is critical to understanding if there are employers seeking your skills. Completing this worksheet should help you make more informed job searching decisions about your current skills and occupation.					
occupa	<b>uirement:</b> As part of your job search requirement pation. Please complete this form and bring it wi a career advisor.	•	· ·			
occupa worksh the qu	ces: There are various websites you can brow pation. You will find some listed below. Please ssheet (you only have to visit one, but you can visi- questions on this document (front and back) and/ordinated about your occupation.	check all of the websites you vis them all if you want). Use the info	ited when completing this rmation you find to answer			
Websi	sites/Sources:					
	Mass Career Information System: https:// Username: lowellcc Password: lowell	portal.masscis.intocareers.org/				
	O*Net: www.onetonline.org					
	Career One Stop: https://www.careeronesto	pp.org/				
	U.S Bureau of Labor and Statistics/Occupation	nal Outlook Handbook: https://w	ww.bls.gov/ooh/			
	My Skills My Future: https://www.myskillsm	future.org/				
	TORQ: https://jobquest.detma.org/JobQuest	<u>/</u> -				
	Other website:					
	Other sources: career exploration workshop, j and publications, networking.	ob ads, trade magazine, informatio	onal interviews, newspaper			

## Answer the questions below based on your labor market research.

1.	Primary Occupation Title (please note-not all occupational titles will be listed on these websites; pick the title that is the closest match to your occupation).
2.	What is the salary range (if no range then just list median wage)?
	\$ to \$ per hour or annual (check one).
3.	Are opportunities in this occupation (in the state you are looking for work):
	Increasing or Decreasing (Check one)
	(This information will usually be found in a section labeled employment outlook/employment trends/job outlook – if the number does not have a negative sign in front of it – then the occupation is increasing):
	3a. By what percent (number found in the employment outlook/employment trends/job outlook section)?
4.	How many jobs are available annually in your occupation (found in same section as question 3)?
5.	Based on your research, do you possess the appropriate certifications, licenses, or credentials for this occupation: YES NO
	5a. If you answered NO to question 5, what certification, licenses, or credentials do you lack to be reemployed in this field?
6.	Why do you think you have been unable to become reemployed in your occupation?
7.	Other pertinent labor market information about your occupation.