



**CareerSource**  
CITRUS | LEVY | MARION

WELFARE TRANSITION PROGRAM (WTP)  
Job Search/Job Readiness Timesheet  
Navigating the New World of Work (NNWW) WTP Workshop

Customer Name: \_\_\_\_\_ Last 4 SS #: \_\_\_\_\_

**TO BE COMPLETED BY THE NNWW Workshop INSTRUCTOR**

**Instructions:** This form should be completed at the conclusion of the NNWW WTP workshop. Enter the number of hours the student attended class and job searched each day. Enter an "E" for excused absences and a "U" for unexcused absences.

Documented workshop hours:

**FROM:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **TO:** \_\_\_\_/\_\_\_\_/\_\_\_\_

	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Total
Classroom Hours								
Job Search Hours								
Please rate this student's achievement in JSS: __Outstanding __Excellent __Average __Poor							Total	

**NOTE:** A Job Search Report form **MUST** be attached to this timesheet to document any job search hours entered above.

The student listed above completed the workshop and job searched as documented.

\_\_\_\_\_  
Instructor's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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