

Town of Farmington Work Search Sheet

Week of: _____

Applicant's Name: _____

You are required to search for employment with at least ten (10) employers per week. At least five attempts **MUST** be in person and include the full name of the person you spoke with, the phone number, address and date of inquiry. Have the interviewer/human resources official initial next to their name. All emailed applications must request a return receipt and you must forward that to welfaredirector@metrocast.net. Phone inquiries must include the full name of the person you spoke with, the phone number, address and date of inquiry.

Incomplete or late work searches will not be considered and you will be sanctioned

Company Name	Position Applied For	Name of Contact	Phone Number	Date
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				