

# Way to Work Partner Employer Profile

*This information will be kept confidential and only used in the job search process to guide Way to Work members toward options that best fit their individual situations.*

- What steps are taken to become employed (eg. physical, test, timeline)?
- Any unpaid training required before hiring
- How they prefer W2W members apply
- Shifts available-shift differential included
- Sick, annual, and bereavement leave policies
- Working conditions and culture
- Required education level
- Preferred certifications or credentials
- Type of work, skills needed
- Training/upward mobility prospects
- Termination and point policies
- # employed
- Wages
- Flex scheduling-come early leave early etc.
- Work from home
- Flexibility with school
- Carpooling available or assistance to set up one
- Part time/Full time
- FMLA offered
- Sick leave sharing availability
- Mental health/Employee assistance programs
- Health and life insurance/cost
- Background check requirements
- Shift change times
- Coaching, mentoring, or additional training available
- Retirement or savings plans (eg. 401K or Simple IRA)
- Overtime and how administered (eg. optional/mandatory; posted in advance or notified day of)