

Important Questions for Job Seekers to Ask



As a job seeker, it's important to ask questions

Asking questions is a great way to get more information while doing an employment search. There are no right or wrong questions! The goal of asking is just to get more information that will help in your search for a good job fit.



Here are some important questions to ask your Division of Rehabilitation (DVR) Counselor, and questions to ask an Employment Agency provider.

Questions to ask a DVR Counselor:

- Do you have experience working with a person with my disability?
- What kinds of jobs have you helped people find?
- Can DVR help me figure out what job I want?
- Can DVR help me get further training?
- Can DVR help me purchase equipment that I'll need for work?
- Can DVR help me find a job developer?
- Can DVR help me find a job coach?
- What else can DVR do for me?
- Is there a wait for DVR services?
- How long will you work with me?

Questions to ask an Employment Agency:

- What types of disabilities do most of your customers have?
- How many people have you helped get jobs?

Key Points

Ask questions!

A lot of information will be provided by the people helping you with your employment search.

Asking questions will:

- get even more information that is specific to what **you** want to know, and specific to **your** job search.
- let the person you are working with know that you are interested and motivated in the employment process.
- let others know what is important to you.
- help others tailor your employment search to best meet your needs.
- open doors to more opportunities.

Remember:

- You can't ask too many questions! The more you understand, the better off you will be.
- These employment professionals are here to help you! It is part of their job to make sure you understand how their services work.



Questions to ask an Employment Agency, con't:

- What types of jobs have you helped people find?
- How long have most of your employment staff worked here?
- Is your staff trained in customized employment?
- Can I pick my own job developer?
- Can I pick my own job coach?
- What if I need support and that person is not available?
- What happens if I'm not happy with the job coach or supports?
- How will you help me figure out what job I want?
- How do you decide what type of supports will work best for me?
- How long will it take to find a job?
- What will my role be in finding and keeping a job?
- Will you give me at least 2 references of people who have used your employment agency?
- Will you give me 2 references of employers where you have placed a customer?

What else would you like to ask?

Think about this before meeting with your DVR Counselor or Employment Agency provider, so that you have a list of questions ready when you go in.

Useful Resources

- **Partners for Employment Resources for Job Seekers**
<http://www.cdd.unm.edu/pfe/family-and-job-seekers.html>
- **Navigating DVR Tip Sheet**
bit.ly/InfoNetDVR
- **Transition to Adulthood Checklist: A guide for parents of young people with disabilities**
bit.ly/PFESTWChecklist
- **ThinkWork!**
<http://www.thinkwork.org>
- **PACER National Transition and Employment Center**
<http://www.pacer.org/transition>

Partners for Employment is a program at the University of New Mexico Center for Development and Disability, part of the UNM Health Sciences Center. Partners for Employment provides training and resources to advance inclusive employment practices in New Mexico.

