

**Monroe Community College Career Connection
Informational Interviewing/Job Shadowing Form**

I am interested in participating in: Informational Interviewing Job Shadowing

Name

First _____ Last _____

College Information

College Major _____

Degree(s)/Certificate(s) Awarded/Date of Graduation _____

Occupational/Employer Information

Current Employment Status: Full Time Part Time Retired

Company Name: _____ Your Title _____

Street: _____ City _____ State _____ Zip _____

Phone: () _____ Email: _____

Description of Company: _____

Description of Your Job Responsibilities: _____

By which method do you prefer students contact you?

Cell Phone _____ or Work Phone (listed above)

Email _____

Is there anything else you would like students to know regarding setting up the informational interview or job shadowing experience?

Questions? Please contact Anne Hughes or Sally Dingee.

Please Return To:

Monroe Community College
The Career and Transfer Center, 3-108
ATTN: Anne Hughes
1000 E. Henrietta Rd.
Rochester, NY 14623

Anne Hughes
Phone: 585-292-3157 or 585-292-2293
Fax: 585-292-3848
ahughes@monroecc.edu or sdingee@monroecc.edu