

# NEW MEXICO JOB CORPS



## Pre-Application Form

### General Information

Have you ever been a Job Corps Student before? Yes  No

If yes, which location? \_\_\_\_\_

How did you hear about Job Corps?

Current Student  \_\_\_\_\_  
Current Staff  \_\_\_\_\_

Friend   
Presentation   
Online   
Flyer   
School

Family   
News   
Radio   
Other: \_\_\_\_\_

Name: \_\_\_\_\_  
*Last First Middle*

Address: \_\_\_\_\_  
*Apt #*

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email: \_\_\_\_\_ Can you receive text messages? Yes  No

Facebook Name \_\_\_\_\_ Twitter Handle \_\_\_\_\_

Age: \_\_\_\_\_ Male/Female: \_\_\_\_\_ Date Of Birth: \_\_\_\_\_

State of birth: \_\_\_\_\_ City of birth: \_\_\_\_\_

What is your yearly income? \_\_\_\_\_ Number of family members: \_\_\_\_\_

Do you have a Driver's License? Yes  No

Are you a US Citizen? Yes  No

Highest grade completed: \_\_\_\_\_ High School Diploma or GED: Yes  No

Number of Months out of School: \_\_\_\_\_

**Ethnic Origin (check all that apply):**

Asian   
Black / African American   
Hispanic / Latino   
Native American

Pacific Islander   
White   
Other: \_\_\_\_\_

What state(s) and/or counties have you lived in during the past 3 years? \_\_\_\_\_

Are you married? Yes  No   
How many children? \_\_\_\_\_

Do you have any children? Yes  No   
If yes, do you have daycare? Yes  No

Which Job Corps Center are you interested in attending:  
Albuquerque  Roswell

Select three trades are you interested in (*from selected Center*):

**Albuquerque**

- Office Administration
- Facility Maintenance
- Carpentry
- Health Occupational Trades+
- Welding
- Plumbing
- Cement Masonry
- Electrical Wiring

**Roswell**

- Automotive Technology
- Culinary Arts
- Electrical Wiring
- Certified Nurse Assistant+
- Painting
- Protective Services
- Emergency Medical Technician+
- Facility Maintenance

**Additional Information**

Prior Military Experience: Yes  No

Have you ever been convicted of a crime? Yes  No

If yes, what: \_\_\_\_\_ County & State \_\_\_\_\_ When? \_\_\_\_\_

Are you currently on parole or probation? Yes  No

Are you currently?

Homeless   
Runaway

Foster Child   
None

Do you have any Public Assistance?

Food Stamps   
TANF

SS / SSI   
Payments

None   
Other: \_\_\_\_\_

### Education

Did you graduate high school: Yes  No

Are you currently in school: Yes  No

Did you drop out of school: Yes  No  If yes, what grade: \_\_\_\_\_

Do you have transcripts: Yes  No

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

What issues did or do you have in high school?

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If you are currently in school, why do you want to attend Job Corps?

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How do you think job corps will help you overcome the issues you are currently having in high school?

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### Employment History

Name of Employer: \_\_\_\_\_

Job title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Job Responsibilities: \_\_\_\_\_

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Name of Employer: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Hours Worked: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Job Responsibilities: \_\_\_\_\_

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### Personal Career Development Plan

What are your career goals?

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What are your educational goals?

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Would like to go to college?

Yes

No

What are your personal goals?

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### Essay

(Must be filled out by applicant)

Write an essay about a half page or more to answer the following questions:

- Why do you want to attend to Job Corps?
- How do you think attending to Job Corps can help you?
- What you would like to achieve while enrolled in the Program?

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List any awards/achievements:

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**Hobbies / Things you like to do:**

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**Additional Skills:**

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**Primary Contact**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

**First Alternate**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

**Second Alternate**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

**Third Alternate**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

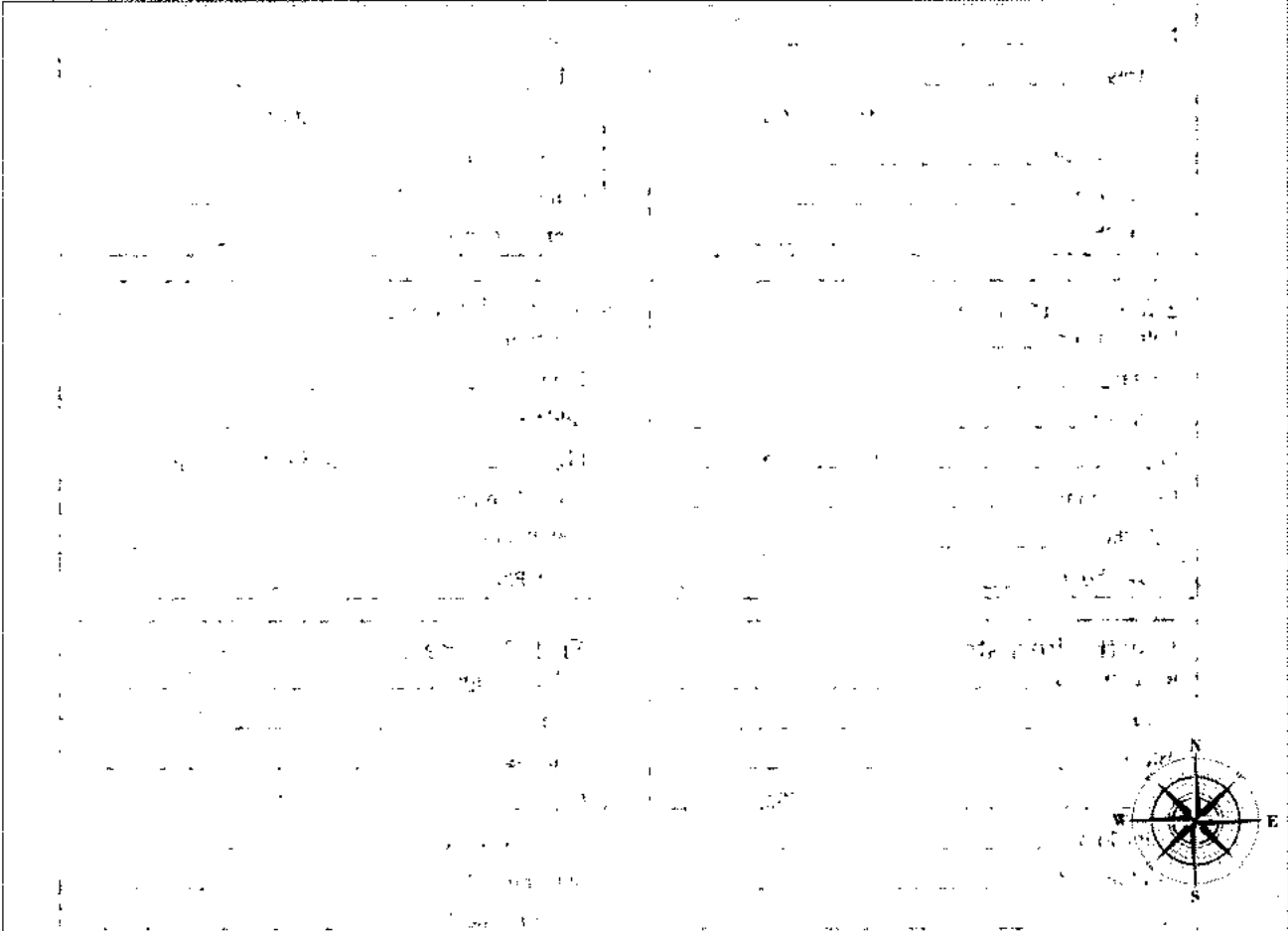
**Fourth Alternate**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

**Fifth Alternate**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

**Sixth Alternate**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

**Seventh Alternate**  
Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_) \_\_\_\_\_  
Work Phone: (\_\_\_\_) \_\_\_\_\_

Please provide a map and directions if your home address is located in a rural area



**Directions:**

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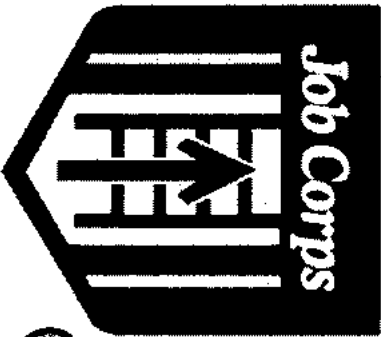
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# NEW MEXICO JOB CORPS CENTER TRADES

## Albuquerque & Roswell

Earn a High School Diploma or G.E.D as well as a Trade Certification. Job Corps is a free residential program funded by the US Department of Labor for low-income young adults 16-24.



Call For More Info:

**505.222.4126**



Center Trades	
Albuquerque	Roswell
Office Administration	Automotive Technology
Carpentry	Culinary Arts
Cement/Masonry	Painting
Electrical Wiring	Certified Nurses Assistant
Facility/Maintenance	Electrical Wiring
Health Occupations/Trades	Facility/Maintenance
Plumbing	Emergency/Medical Tech
Welding / Advanced Welding	Protective Services



**New Mexico Job Corps**  
 1500 Indian School Rd NW  
 Albuquerque NM 87104

Hello,

Thank you for your recent online interest in the New Mexico Job Corps program. Here is a list of the documentation you will need in order to complete the Job Corps enrollment process. Documentation must be obtained prior to interview with Admissions Counselor. Once you have obtained the documentation, please contact your Admissions Counselor to schedule an interview.

All applicants must attend a Job Corps interview with the following documentation:

✓	Check List	✓	Check List
	<ul style="list-style-type: none"> <li>• Completed Job Corps Application               <ul style="list-style-type: none"> <li>▪ State ID or Driver's License</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li>• Completed Career Interest Profiler               <ul style="list-style-type: none"> <li>▪ Copy of High School Diploma / GED and Transcripts</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>▪ Birth Certificate</li> </ul>		<ul style="list-style-type: none"> <li>▪ Copy of CIB (Certificate of Indian Blood) if applicable</li> </ul>
	<ul style="list-style-type: none"> <li>▪ Proof of Income               <ul style="list-style-type: none"> <li>○ Last two recent pay checks stubs.</li> <li>○ Proof of Public, State or Federal Assistance.</li> <li>○ Proof of SSI.</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li>▪ Six personal contacts               <ul style="list-style-type: none"> <li>○ Contact must have: Name, address, phone number. Contacts cannot not live in the same home and cannot have the same contact information. This is mandatory for all applicants.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>▪ Shot Records / Medical History</li> </ul>		<ul style="list-style-type: none"> <li>▪ Social Security Card or Legal Resident Card</li> </ul>

- ❖ If you are under the age of 18, you must have a parent or legal guardian present in order to complete the interview process. Legal guardians must provide custodial documentation.
- ❖ If you are under the care of a medical physician, additional medical documentation will be requested after the completed interview.

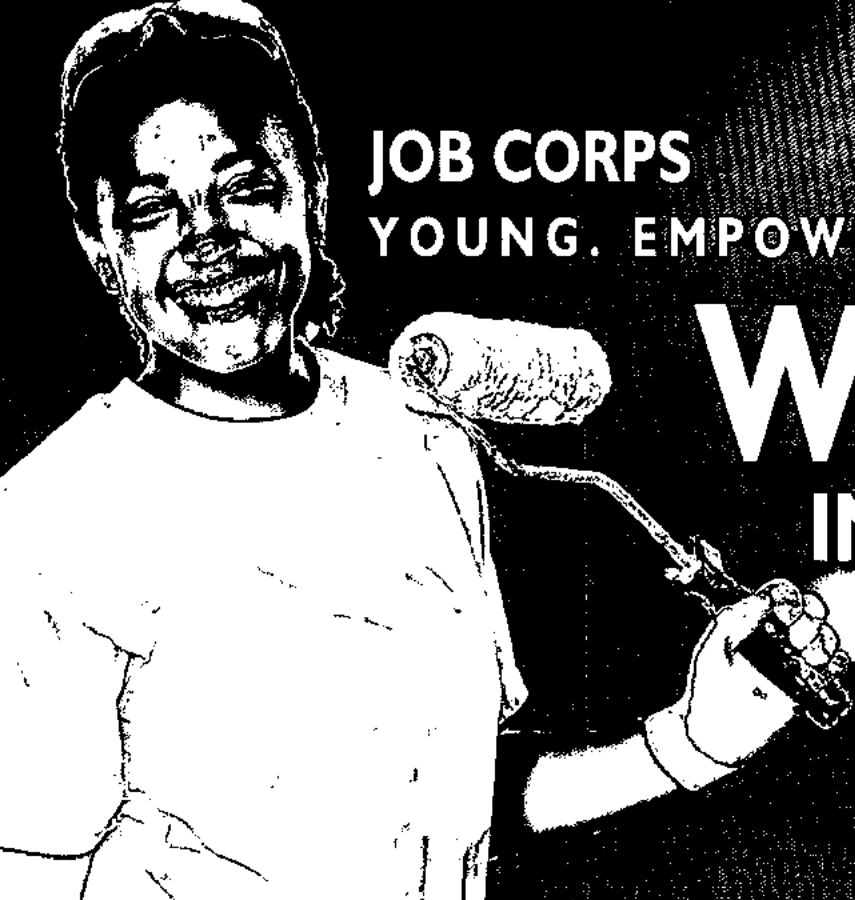
**Important:** Documentation must be submitted to Admissions Counselor within 30 days of initial interview. If documentation is not provided within 30 days, the application will be denied and applicant must wait 6 months to reapply.

**Edward M. Collazo**

Admissions Counselor  
 New Mexico Job Corps  
 O: 505.222.4126  
 C: 505.803.6567

[Collazo.Edward@jobcorps.org](mailto:Collazo.Edward@jobcorps.org)





**JOB CORPS  
YOUNG. EMPOWERED. SUCCESSFUL.**

# **WOMEN IN ACTION**

Can you picture yourself putting your skills in action? You can do it. Start now. Join Job Corps.

## **EVERYTHING YOU'LL NEED IS ON CENTER:**

- Food
- Clothing for your training
- Friends and roommates at the dorm
- Basic medical care
- Sports and extracurricular activities
- A safe, secure environment

## **JOB CORPS WILL HELP YOU:**

- Find a job and start a career
- Meet with potential employers
- Perfect your resume
- Practice interviewing skills
- Find housing, transportation, and child care



Low-income young people ages 16 through 24 are using the skills they are learning at Job Corps to earn a high school diploma or GED and start a successful career in a variety of career areas, including some you might not have considered before.

**Average salaries for some of the career areas you can train for in Job Corps are:**

### **Automotive Technician**

**\$36,120/year**

### **Heating, Ventilation, and Air Conditioning (HVAC)**

**\$43,380/year**

### **Machining**

**\$39,220/year**

### **Network Cable Installation**

**\$53,960/year**

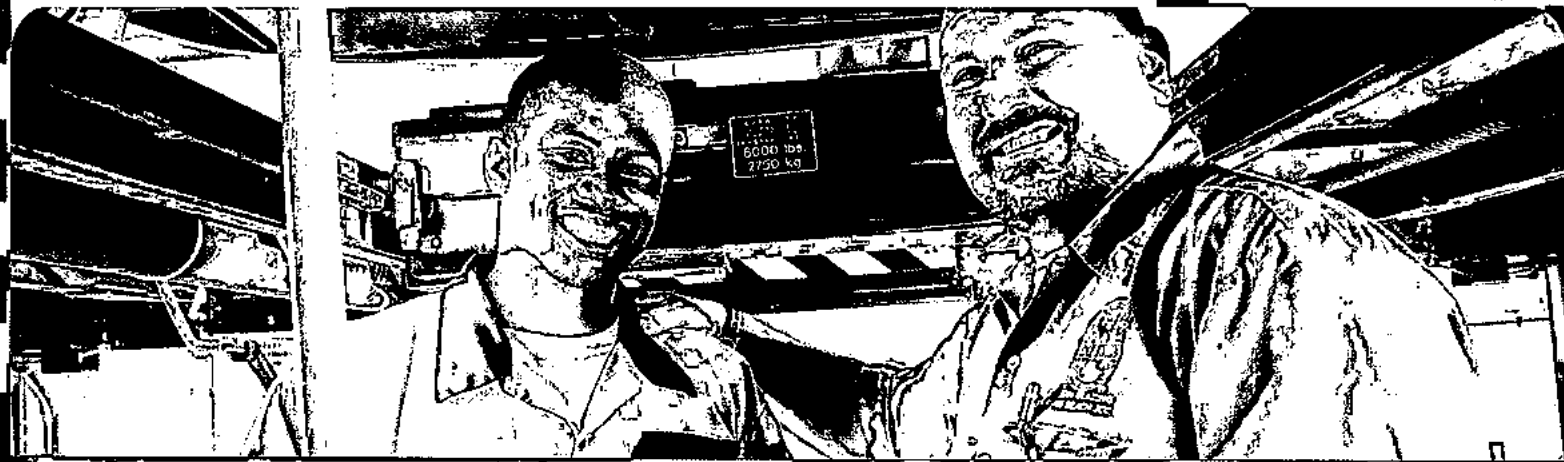
### **Plumbing**

**\$47,750/year**

### **Welding**

**\$35,920/year**

**EARN YOUR EDUCATION. BE SUCCESSFUL. BECOME INDEPENDENT.**

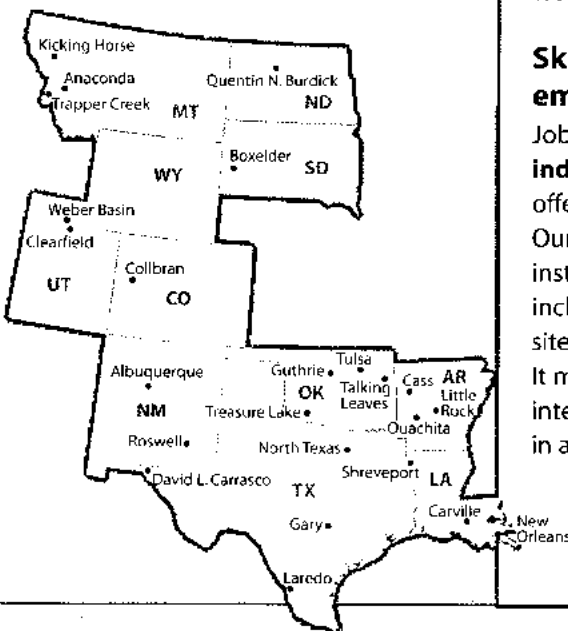


## WHAT CAN JOB CORPS DO FOR YOUR BUSINESS?

### IF YOU OWN OR MANAGE A BUSINESS, THINK ABOUT THESE QUESTIONS:

- How much money do you spend on training?
- How much time do you spend looking for qualified and skilled employees?
- Wouldn't it be nice to see a potential employee in action before you hire them?
- Ever wish you had access to skilled interns who know your business?

Now that you've thought about these questions, consider the answer: **Job Corps.**



### Save money

How much money do you spend training new employees? Job Corps can customize its training programs to suit the specific needs and standards of any employer partner. When you partner with Job Corps, **your** training program becomes **ours**.

### Save time

Searching for new employees takes time. Waiting for them to settle in and make a difference takes more time. Partnering with Job Corps saves time. Our students train on equipment similar to yours, understand your business and are ready to make an **impact** upon arrival. We bend the learning curve into a direct pipeline to provide work-ready employees.

### Skilled interns and entry-level employees

Job Corps programs are aligned with **industry-based skill standards**, and most offer **nationally recognized certifications**. Our approach combines classroom instruction with practical experience, including on-the-job training at real work sites. We call it *work-based learning*. It means that you have access to skilled interns. It means you see new employees in action before you hire.

### Earn tax credits

You may be eligible for a tax credit by hiring a Job Corps graduate. Many employers take advantage of the Work Opportunity Tax Credit Program.

### Worry less

Job Corps trains the whole person, including employability and social skills. We don't just preach respect, work ethic and punctuality. We teach those things. Job Corps wants to make sure you get a **great employee**. That's why we provide students with follow-up services for up to 18 months after the start of employment.

Partnering with Job Corps helps your business and our students. For information about partnership opportunities, contact your local Job Corps center or visit our Web site at <http://dallasregion.jobcorps.gov>.

Job Corps offers technical training in 40 high-growth career areas, including health occupations, information technology, business office technology, electrical wiring, auto repair, culinary arts and welding.

Whether your company is big or small, whether you're looking for one employee or several, Job Corps can be your workforce resource.

