

First Impressions:

Delivering Actionable Employment Assistance for the Relocating Job

Welcome to the **FIRST IMPRESSIONS** program. This program is an approved benefit of your company's relocation program and there is no cost to you to participate in this service! Please complete the Program Request Form on page 2 to begin your **FIRST IMPRESSIONS** program.



The First Impressions Program

The FIRST IMPRESSIONS program provides you with all of the tools you need to begin your job search campaign. Let us introduce you to the services you will receive:

Resume Assistance Our resume writers are standing by to develop and produce your professional resume highlighting your skills and work experience. Once completed, we will provide you with a computer file of the resume to use throughout your job search campaign.

Unlimited support via phone and email. Throughout your program, you have access to our relocation staff who are experts in the latest strategies of today's job search campaigns. Topics may include: researching job leads, interviewing strategies, salary negotiations, cover letters, networking, etc.

Detailed Job Search Resource Report You will receive a customized employment report developed by DATAGROUP especially for you. This report will focus on meeting your unique job search needs. You will receive information on area companies, a report on current job openings, vocational assessment tools, and a proactive job search workbook with accompanying action plan worksheets to organize your job search campaign.

DATAGROUP, LLC

We are a nationally recognized relocation and employment assistance company that provides destination information with personal attention to our clients. We offer a full spectrum of relocation programs from spouse employment assistance programs to pre-relocation support to in-depth community analyses. Our team of relocation professionals are available to assist companies and their transferees by providing the relocation information you need when you need it.

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To begin, please complete the **PROGRAM REQUEST FORM** and return to: DATAGROUP
(330) 761-3458 phone 
(330) 761-3516 fax
hsharnsky@datagroupinfo.com
<http://www.datagroupinfo.com>



First Impressions:

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PROGRAM REQUEST FORM

(Please Print)

Part I: Current Status

Employee Name: _____ Company: _____

Program will be provided to: (name) _____

Home Mailing Address: _____

City, State, Zip: _____

Home phone: _____ Work phone: _____

Cell phone: _____ Email address: _____

I would prefer that you **DO NOT** contact me at work.

Part II: Current Employment Information

Job Title: _____

Employer: _____

Part III: Relocation Plans

Estimated Relocation Date: _____

Destination Community (City, State): _____

Desired Job Title/Occupation: _____

Desired Industry to work in: _____

Please return this completed PROGRAM REQUEST FORM to

E-mail: HSHARNSKY@DATAGROUPINFO.COM

Fax: 330-761-3516

Phone: 330-761-3458

General 2/15

Office Use Only:

Date Received

Program Info Sent