



Youth & Family Services Teen Employment Program Job Order Form

Today's Date: _____

Workplace Crossroads: _____

Employer Information:

Company/ Business: _____

Contact Person(s): _____

Work Address: _____

Phone: _____ Alternate Phone: _____

Email: _____

Job Information:

Job Title: _____

Description of Work: _____

Wages: _____ # of Hours: _____ Start Date: _____ Shift: _____

Required skills or qualifications: _____

What type of job is this?

☐ Permanent ☐ Full Time ☐ Part Time ☐ Occasional ☐ One Time Only

How should the teen apply for this position?

☐ Apply in person ☐ Call First ☐ Send Resume ☐ Other instructions: _____

How did you hear about the program?

☐ TV ☐ Friend ☐ Family ☐ Used Before ☐ Radio ☐ Agency ☐ School
☐ Newspaper ☐ Other _____

Please Return Job Order Form To:

4201 North Hayden Rd., Scottsdale, AZ 85251, 480-312-7922
or **FAX** To: 480-312-7927

Thank You