

Your Logo Here

## Client Referral for Labour Market Information (LMI)

Employment Nova Scotia, in partnership with \_\_\_\_\_ (insert your organization's name here) \_\_\_\_\_, requires clients to complete Labour Market Research for the career you wish to pursue. **This includes: contacting (3) employers, employees, or former students, in this field to make a more informed decision.**

Client Career Goal: \_\_\_\_\_ Interview Date: \_\_\_\_\_  
Training Institution: \_\_\_\_\_ Course Name: \_\_\_\_\_

### To be completed by person being interviewed:

Name/Title of Contact/Company: \_\_\_\_\_

1. Type of Position, as related to client career goal: \_\_\_\_\_
2. Main Duties: \_\_\_\_\_
3. Are any of the following required for employment in this industry?  
Criminal Record Check \_\_\_ Driver's Abstract \_\_\_ Access to a vehicle \_\_\_ Bondable \_\_\_ Vulnerable Sector Check \_\_\_
4. Would you hire a person with either a Criminal Record or negative Vulnerable Sector check for this position?  
Yes \_\_\_ No \_\_\_ Depends \_\_\_ (explain) \_\_\_\_\_
5. What are the job opportunities for this occupation, now and in the future? \_\_\_\_\_
6. Do employees generally start out permanent, casual, term, seasonal or part time? \_\_\_\_\_
7. Is high school necessary (or GED)? What post-secondary, if any, is necessary to gain employment in this occupation? \_\_\_\_\_
8. Do you feel that the training (and the training institution) I am considering will qualify me for this occupation?  
\_\_\_\_\_
9. Are there any other training institutions or programs you would suggest? \_\_\_\_\_
10. What are the working conditions for this position, including hours of work? \_\_\_\_\_
11. What is the salary range for this position? Starting \$ \_\_\_\_\_ Max \$ \_\_\_\_\_
12. What opportunities for advancement are there in this occupation? \_\_\_\_\_
13. What personal qualities are important to being successful in this job? \_\_\_\_\_
14. Do you have any additional information / comments you would like to include? \_\_\_\_\_  
\_\_\_\_\_

For information about the Labour Market, please visit the following website

[explorecareers.novascotia.ca](http://explorecareers.novascotia.ca)

**For Skills Development applications, in addition to the Labour Market Information Template completed by the client, the case manager/client should also include a printout (approximately 3 pages) on the actual position the client will be qualified to do upon completion of the training (general duties, employment opportunities, wages etc for the specific position i.e. CCA).**