

Job Shadowing Daily Log

Name of the Company (full company name, no abbreviations):

Company's Address:

Company/Supervisor's Phone #:

Date of Shadowing Experience:

Supervisor's Signature:

Log of Events at the Work Place

8:00 a.m.	
9:00 a.m.	
10:00 a.m.	
11:00 a.m.	
12:00 p.m.	
1:00 p.m.	
2:00 p.m.	
3:00 p.m.	
4:00 p.m.	
5:00 p.m.	

Job Shadowing Observation Report

1. Describe the position you are observing and list the job responsibilities.
2. Describe the working conditions associated with the employee's position (physical working conditions, overtime required, stress level, etc.)
3. What are the educational and skill requirements to be successful in this job?
4. What does the employee find most difficult about this position?
5. What recommendation does the employee offer to someone who is interested in entering a similar position?

6. What does the employee enjoy about this position?

7. What type of attitude is important in order to be successful in this career field?

8. What are the starting salaries and educational requirements for people who hold positions similar to the one you are observing today?

9. Is your interest in this career strengthened? Why or why not?

10. Would you recommend this shadowing experience to another student? Why or why not?

11. What are some general reasons someone might lose this position?